

MINUTES OF MEETING

GRAND FALLS-WINDSOR TOWN COUNCIL

HELD IN THE TOWN HALL

7:00 P.M., TUESDAY, DECEMBER 18TH, 2018

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
 S. Gosse, Director of Finance and HR
 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 #501 of Tuesday, November 27th, 2018.

Motion
Coady-Davis\Browne

Be it resolved that the Minutes of Meeting #501 of Tuesday, November 27th, 2018 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 \$560,726.67.

Motion

Coady-Davis\Whiffen

Be it resolved that the disbursement report in the amount of \$560,726.67 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.

Business Development Officer's Report

The Business Development Officer presented his 2018 Objectives for review. He then presented his 2019 Objectives and Budget for review by Council. The documents will be forwarded to the Finance and Administration Committee for final review.

Economic Development Officer's Report

The Economic Development Officer presented his 2018 Objectives for review. He then presented his 2019 Objectives and Budget for review by Council. The documents will be forwarded to the Finance and Administration Committee for final review.

Council reviewed all documents and made recommendations for the 2019 Town Budget review.

I move the recommendations and report of this Committee.

Motion

Whiffen\Finn

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

Public Works and Planning

The following report was presented by Deputy Mayor Browne.

Capital

The Committee reviewed the list of potential Capital Projects and a proposed plan from 2019-2023. This particular discussion was to review projects that would be applied to the Federal “Investing in Canada Plan” in hopes for approved funding for the 2019 construction season.

The Committee recommends that staff completed the application to complete the remaining section of Grenfell Heights Water\Storm Upgrades (Phase II and III). They also recommend the expansion of the softball clubhouse and work surrounding the Goodyear Avenue playground and ballfields from the Federal Recreational Funding.

Crown Land Referral – 21 Pondview Drive

The Committee reviewed a Crown Land application from O & M Holdings Ltd. to lease 2,101 square meters at 21 Pondview Drive.

The Committee recommends that this be approved.

Street Name Request

The Committee discussed correspondence from a resident requesting a street be named “Boyle” after George Edison Boyle.

The Committee recommends that the name “Boyle” be added to the list of names for future consideration.

Discretionary Use – 1 Kerry Place

The Committee reviewed an application from the resident at 1 Kerry Place to operate a home day care at this location. The Engineering Department mailed out a notice to adjacent property owners and posted it to the Town’s social media page and no objections or concerns were received.

The Committee recommends that this application be approved pending Service NL and the Department of Education and Early Childhood Development reviews.

Discretionary Use – 4 Tucker Place

The Committee reviewed an application from Happy Tails to operate a pet grooming business at 4 Tucker Place. The Engineering Department mailed out a notice to adjacent property owners and posted it to the Town's social media page and received one response. The concerned resident supported the business, but was concerned with the potential for additional traffic and noise.

The Committee recommends that this application be approved. Additional traffic and noise is not anticipated to be a level that would interrupt the neighbourhood. However, it will be monitored.

Discretionary Use – 28A Gardner Street

The Committee reviewed an application from Rosie Posie Piercings to operate a home based business at 28A Gardner Street. The Engineering Department mailed out a notice to adjacent property owners and posted it to the Town's social media page and no objections or concerns were received.

The Committee recommends that this application be approved.

Discretionary Use – 49 McHugh Street

The Committee reviewed an application from Pre-K Express to operate a pre-school business at 49 McHugh Street. The Engineering Department mailed out a notice to adjacent property owners and posted it to the Town's social media page and no objections or concerns were received.

The Committee recommends that this application be approved pending Service NL and the Department of Education and Early Childhood Development reviews.

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.

Finance and Administration

The following report was presented by Councillor Coady-Davis.

Budget Discussion

The Committee reviewed information for the 2019 Budget.

The Committee recommends that the staff continue in its preparations of the final Budget document.

I move the recommendation and report of this Committee.

Motion

Coady-Davis\Bennett

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

Finance and Administration

The following report was presented by Councillor Coady-Davis.

Budget Discussion

The Committee discussed issues regarding the 2019 Budget.

The Committee recommends that the staff continue its efforts to finalize the 2019 Budget.

I move the recommendation and report of this Committee.

Motion

Coady-Davis\Feener

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

Finance and Administration

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

Budget Discussion

The Committee discussed the draft Budget for 2019.

The Committee recommends that the staff continue working on finalizing the 2019 Budget.

I move the recommendation and report of this Committee.

Motion

Coady-Davis\Bennett

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

The following three (3) Resolutions were also presented.

Resolution GF-W 2018-270

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 \$531,442 to finance 2018 Capital Projects;

THEREFORE BE IT RESOLVED: that subject to the approval of the Honourable Minister of Municipal Affairs and Environment, 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 a 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 notes and execute all documents pertaining to this Resolution.

Motion

Coady-Davis\Bennett

Be it resolved that Resolution GF-W 2018-270 would be adopted as circulated. This motion carried by a vote of 7-0.

Resolution GF-W 2018-271

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 \$933,131 to finance 2018 Capital Projects;

THEREFORE BE IT RESOLVED: that subject to the approval of the Honourable Minister of Municipal Affairs and Environment, 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 revenue over a 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\Finn

Be it resolved that Resolution GF-W 2018-271 would be adopted as circulated. This motion carried by a vote of 7-0.

Resolution GF-W 2018-272

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 Municipal Affairs and Environment;

AND WHEREAS: the Town of Grand Falls-Windsor has recognized the projects listed below are 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 appropriate funding for the projects listed below:-

Grenfell Heights Phase II	\$3,400,000
Main Street Softball Clubhouse Extension	\$ 103,000
Goodyear Avenue Recreation Upgrades	\$ 800,000

Motion

Browne\Finn

Be it resolved that Resolution GF-W 2018-272 would be adopted as circulated. This motion carried by a vote of 7-0.

BUDGET – 2019

Motion

Coady-Davis\Whiffen

Be it resolved that prior to the presentation of the entire Budget, it was decided that the line items for Corduroy Brook Enhancement Association and the Grand Falls Golf Club be removed and voted on separately. This motion carried by a vote of 7-0.

Mayor Manuel was excused from the meeting at this time due to a perceived conflict of interest and Deputy Mayor Browne assumed the Chair.

Motion

Coady-Davis\Bennett

Be it resolved that the funding for Corduroy Brook Enhancement Association in the amount of \$40,000 be approved as included in the Budget. This motion carried by a vote of 6-0.

Mayor Manuel returned to the meeting at this time.

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

Motion

Coady-Davis\Finn

Be it resolved that the funding for the Grand Falls Golf Club in the amount of \$25,000 be approved as included in the Budget. This motion carried by a vote of 6-0.

Councillor Bennett explained that this is an amount that has been approved for many years.

Deputy Mayor Browne returned to the meeting at this time.

Councillor Amy Coady-Davis, Chairperson of the Finance and Administration Committee, presented the 2019 Annual Budget for approval.

Motion

Coady-Davis\Bennett

Be it resolved that the 2019 Annual Budget for the Town of Grand Falls-Windsor would be adopted as presented. This motion carried by a vote of 7-0.

Councillor Finn noted a lot of work went into preparing the Budget by Council and staff. He said he did support the Budget considering the ability to pay taxes by the residents. The average tax increase is \$190.00 a year and noted that we pay some of the lowest taxes in the Province with excellent services. Council reduced discretionary spending by twenty-four (24) percent. We have deficiencies in our equipment fleet and an analysis will be completed in early 2019. Council will be developing the Riverfront and it is important that Council have the capacity to entertain these projects. It is also important that Council raise sufficient funds to keep the debt ratio below ten (10) percent. We are missing out on many travelers on the Trans Canada Highway not stopping in Grand Falls-Windsor. Council is moving in a direction to study this issue. This Budget also allows Council to complete the necessary street resurfacing to an acceptable level for six (6) kilometers/year. This is a positive Budget that allows us to maintain services and invest Capital in infrastructure and equipment.

Councillor Bennett, as Chair of the Parks and Recreation, sees the benefits of successful programming. The sporting program supports the local economy. The YMCA is a partner with the Town and we have to invest in the facility. Other communities have pools that are funded and operated by the Provincial Government. Our recreation facilities offer approximately eighty (80) programs. He will be supporting the Budget.

Deputy Mayor Browne advised that he supported the Budget. Unfortunate to have tax increases, but it is necessary. The Engineering and Public Works have

a significant Capital Program. We are looking at the Trans Canada Highway Beautification Project. We have the safest section of the Trans Canada Highway, but also prevents easy access to the community. We will be reviewing the landscaping requirement within the community.

Councillor Whiffen advised he will be supporting the Budget. It keeps us competitive with other communities of our size. Increasing the taxes was not an easy decision. We determined our financial needs for the next few years. Our Capital Out of Revenue had to be decreased over the past couple of years. Winter maintenance is critical and our equipment is aging and requires an Equipment Replacement Program. The Budget was reviewed line by line and it is difficult to find additional cuts without impacting services. The water rates increased as a result from Capital investment in the Waste Water Treatment Plant and upgrading of our distribution system. The impact is minimal, but does maintain the existing level of service. Programs offered by the community is what gives us advantage to attracting new residents. Economic Development is very important to any community and attracts new business. They create the jobs and this is why people move to the community, build new homes and support sustainability. He noted that he made a request in the Budget to add a position for a Director of Economic Development and stated the Department does not get appropriate attention from the Town Manager\Clerk as he has many other items of focus. He also requested we hire two (2) Co-operative Program students from Memorial University. There is value with having these students working in our community on special projects. If there are opportunities, they will return here to work after graduation. He also requested funding for a Strategic Marketing Plan, a look at brand refocusing, business growth and retention, population growth interaction and will continue to advocate for these initiatives. He don't want to discontinue what is being done in Economic Development, but we can do more. We are strategically located to support the aquaculture industry and hoped that this will materialize. We need to enhance our tourism product through collaboration with other partners. We also need to do more in the technology sector.

Councillor Feener stated he supported the Budget. The fleet in Public Works is aging and needs to be addressed. He also stated that he has been lobbying since his election on the Trans Canada Highway Study, so hopefully that will be done soon.

Councillor Coady-Davis stated she wanted to say "thank you" to Rogers Media for being at all our meetings and here tonight to bring the Budget to the people. She thanked Gary Hennessey on setting up Facebook live to get the Budget presentation out to residents. Also thanks to staff for keeping us on track. Steve Gosse and Peter Winsor presented the Budget information at our meeting in a very professional and detailed manner and prepared the Budget document. Any

tax increase is not an easy decision. The business tax has not increased. That group is usually hit the hardest by other Government taxation. The taxation levels put us in a good financial position for a few years. Our debt ratio at 9.02 percent is very low and supports the Budget. She thanked Council for the many hours of meetings in discussing and finalizing the 2019 Budget.

Mayor Manuel stated he did support the Budget. The things that he would have said have already been tabled. The debt ratio of 9.02 percent is a very sound financial position. We have not had a tax increase since 2015 and we have increased programs which improves the quality of life and supports the attraction of new residents. We have met with the Exploits Regional Chamber of Commerce several times and will continue these meetings to get advice and suggestions to assist economic growth. Having a healthy Capital Out of Revenue provides a capacity to entertain Capital infrastructure and upgrading. With these tax increases, we should be able to maintain these numbers for the next few years. We have a great level of service. We need to get Government to support some of our initiatives such as the Trans Canada Highway Study. The YMCA pool is very costly for our residents, but when we see an adjacent community having the Provincial Government maintain and operate their pool, we find that unfair and frustrating. We have been dealing with Government for the last three (3) years on the mill properties. This land is critical for us moving forward on the Riverfront development. We are disappointed with the process and we have been told we will acquire the lands, but still some agreements to work through. Genomic work in Grand Falls-Windsor is being recognized internationally and there is significant opportunities for expanding research in this area. Data collected from our founder population must stay within the Province. There is confidence in our community. It is important to strike a balance to service and spending. We have a healthy Capital Out of Revenue which will allow us flexibility to consider some of the initiatives raised by Councillor Whiffen. He expressed thanks to staff on their work on preparing the Budget.

OTHER BUSINESS

Deputy Mayor Browne wished all residents and staff and Merry Christmas and give to those less fortunate, if you are able.

Councillor Coady-Davis congratulated all schools and students on their great work on preparing for the Christmas concerts. She also wished everyone a Merry Christmas and a Happy New Year.

Councillor Bennett expressed congratulations to the organizers of the Santa Claus Parade. He expressed thanks to staff for the Community Light-Up at Church Road Park. He also acknowledged that the Random Acts of Kindness this past week was very well received and appreciated. He advised that a young girl, Amanda Saunders, is in Ottawa waiting for a heart transplant and her family have to remain in Ottawa for several months and costs are significant. There are fundraisers ongoing to help raise money to assist with the financial needs of the family. This Friday is the first fundraising event at Mary Brown's. The story is on Facebook called Amanda's Journey. He wished all a Merry Christmas and a Happy New Year. Please don't drink and drive.

Councillor Feener advised there will be a fundraiser at the Classic Theatre in the New Year for Amanda Saunders. He advised that he participated in the Random Acts of Kindness and it was a great event. He also advised that on December 15th he attended the Christmas Dinner at the Exploits Valley 50+ Club and it was a great event. He advised that on Christmas Day there is a dinner being prepared at the Exploits Valley 50+ Club for those less fortunate. He wished everyone a Merry Christmas and please don't drink and drive.

Councillor Finn expressed thanks for raising the issue of fundraising for Amanda Saunders. He wished Council, staff and all residents a Merry Christmas and a Happy New Year.

Mayor Manuel expressed condolences to Mr. Winston Hollett's family who is from Norris Arm, but opened Hollett's Retirement Centre several years ago. He was a well-respected gentleman. He advised that the Random Acts of Kindness was a successful event and thanked the business community for donating gifts. He received lots of positive comments on the Community Light-Up at Church Road Park. He noted the countdown to Christmas is ongoing and asked residents to check it out on our Facebook page. He expressed thanks to the Salvation Army for what they do for residents in this region. Give if you are able and if not you can pass on a kind word. He wished all a Merry Christmas and a Prosperous New Year, stay safe and don't drink and drive.

Motion

Browne\Finn

Be it resolved that the meeting of the Grand Falls-Windsor Town Council would be adjourned until the next regular scheduled meeting of Tuesday, January 22nd, 2019. 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