

MINUTES OF MEETING

GRAND FALLS-WINDSOR TOWN COUNCIL

HELD IN THE TOWN HALL

7:00 P.M., TUESDAY, FEBRUARY 13TH, 2024

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

Prior to the meeting Mayor Manuel read two (2) Resolutions he signed earlier for White Cane Week – February 5th to 11th, 2024 and 211 Day – February 11th, 2024. He also signed three (3) Resolutions for Grand Falls-Windsor Accessibility Plan, Heritage Day\Week – 2024 and Wear Red Canada Day.

The Mayor called the meeting to order at 7:00 P.M. and asked for any errors or omissions to the Minutes of Meeting #587 of Tuesday, January 23rd, 2024.

Motion
 Coady\Noel

Be it resolved that the Minutes of Meeting #587 of Tuesday, January 23rd, 2024 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 \$797,469.35.

Motion

Dwyer\Little

Be it resolved that the Disbursement Report in the amount of \$797,469.35 would be received as presented. This motion carried by a vote of 7-0.

COMMITTEE REPORTS

Community Services

The following report was presented by Deputy Mayor Browne.

Michelob Open Volleyball Correspondence

The Committee reviewed the correspondence from the Michelob Open organizer requesting financial support for the January 19th-20th weekend.

The Committee recommended that the Director inform the organizer that under the new Tournament Grant Policy the group does not qualify this year.

Pedego Electric Bike Update

The Director informed the Committee that staff has had discussions with Pedego on starting up a summer business venture in Grand Falls-Windsor in 2024. Pedego have agreed to come out and review site locations and logistics in the coming months and to further discuss the business opportunities for the Town.

Leo Burke Academy Grad Request

The Committee reviewed a letter from the Leo Burke Academy Grad Class requesting the rental of the Community Services Bouncy Castles for Safe Grad.

The Committee recommended that the Director work with the local group on the request, staffing and the cost associated with the use of the castles, if no other regional supplier can be found.

Grand Falls-Windsor Community Garden Correspondence

The Committee reviewed the correspondence from the Grand Falls-Windsor Gardening Club on their request for a Community Grant for the upcoming 2024 season.

The Committee recommended that the Director provide a Community Grant Application for them and to work with the group on the request as per our Community Grant Policy and allotment allocations.

Community Services Proposed 2024 Events Calendar

The Director informed the Committee of the 2024 Community Services Events Schedule that additional programs and events have been added to ensure that there is something for every resident.

Sparkling Blades Ice Request

The Committee reviewed the letter from Sparkling Blades Figure Skating Club and their request to have the year end Ice Show on April 20th, 2024.

The Committee recommended that the Director work with the group to secure the earliest date the Club can perform the year-end show.

New Business

The Director informed the Committee that the Grand Opening for the Sliding Hill will take place on Wednesday, February 7th from 4:00 to 6:00 P.M. The Director will inform the community partners and have the Communications Officer make a post on the event.

The Committee had some discussion on the lights at Church Road Park.

The Committee recommended that we keep the spotlights and the arch lights on for the winter season. It was also recommended that the Director work with the Public Works and Development Department on upgrading the electrical at the park for better reliability and continued expansion.

The Committee had some discussion on carrying out an event for new residents to Grand Falls-Windsor in the last year.

The Committee recommended that the first event should take place in May and that the Community Services staff hold registration in the coming months.

The Committee had some discussion on the upcoming Cross Country Ski Club season.

The Committee recommended that the Director and the Chief Administrative Officer work with the Exploits Nordic Ski Club for this year's grooming schedule.

The Committee had some discussion on the great turnout for the Seniors Online Safety event that took place on January 25th with over eighty-five (85) people in attendance. The Committee would like to thank staff for a job well done.

The Director informed the Committee that himself and Councillor Dwyer are still working on a tribute to the late Gordon Pinsent and have been in contact with the family on ideas. Additional research and information will be completed and brought back to the Committee for review.

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.

Deputy Mayor Browne noted regarding the pedego electric bike update, if this goes through what residents will have is the ability to go to a location in Grand Falls-Windsor and rent an electric bike and tour the Town. He suspects this will be a good business and a great benefit to the Town and those visiting.

Councillor Hiscock advised the Official Opening of our sliding hill was a great evening, well attended and very much enjoyed.

Mayor Manuel agreed that it was nice to finally get the snow needed to have that event, with more snow on the way he is confident that it will get a lot of use. It is important to recognize our Special Events Staff who organize these events and pull off tremendous activities for everyone to enjoy.

Public Works and Development

The following report was presented by Councillor Coady.

Water Quality

The Committee had a discussion on water quality. Previous measures taken continue to render positive results. The Consultant's Report should be available in the weeks ahead. Staff continue to monitor different areas of Town.

The Committee recommends staff continue to monitor water quality and encourage residents that do experience issues to contact the Public Works Depot at 709-489-0420.

Capital Investment Plan

The Committee reviewed the latest update of the funding allocation for the Capital Investment Plan. Some projects have been completed under budget and funds need to be re-allocated to address funding shortages in others. There is also a proposal to add more funding to engineering design to have shovel ready projects available when Government funding applications are available.

The Committee recommends the proposal be approved as presented and a Resolution be prepared for the next public Council meeting.

Signage Plan

The Committee was updated on the 2024 signage plan. The street name sign replacement will continue to bring these signs in line with the new policy. In addition, there are several new directional signage planned to be installed in Town to continue with the Signage Strategy that was adopted by Council.

Collection Site Agreement

The Committee discussed a request from the Product Care Association of Canada to have a collection site for recycled paint in Grand Falls-Windsor. The proposed location was adjacent to the Saturday Drop-Off location with this collection taking place on those same designated Saturdays. Currently only one location in Town accepts recycled paint along with two (2) Household Hazardous Waste Days by Central Waste Management sponsored by Council.

The Committee recommends not pursuing this at this time. The Committee also recommends staff discuss further with other collection sites to gauge the demand and if there is a need beyond what is offered, then it can be brought back to a future Committee meeting for consideration.

Bank Road ATV Use

The Committee discussed the concerns brought forward by some residents on Bank Road concerning ATV traffic from Gilbert Street area. Currently, these vehicles enter the street and then travel in the wrong direction on the one-way section of Bank Road causing safety concerns. The residents have requested further measures be taken to block this traffic completely so they would need to take an alternate route.

The Committee recommends staff re-visit the area to ensure proper signage is present and to make any changes as needed. In addition, the Committee recommends more Municipal Enforcement presence in the area to address the traffic violations.

Crown Lands – Queensway

The Committee was presented with additional information on the Crown Lands request at the rear of 7 Queensway. The applicant is requesting this as an extension to 32 Toulett Drive to erect an additional two (2) storage units.

The Committee recommends this be approved and staff notify the applicant that a building permit is required before any work commences.

Commissioner's Report – Cromer Avenue

The Committee reviewed the Commissioner's Report from the Public Hearing held on January 18th, 2024, at 7:00 P.M. at the Fire Hall. The Hearing was regarding the rezoning of a parcel of land adjacent to the TCH from Recreation Open Space (ROS) to Commercial Highway (CH). The Commissioner's recommendation to Council was to not rezone the property.

The Committee recommends the Commissioner's Report be accepted and to deny the proposed amendment to rezone the property. The area can be revisited in the future if there is a confirmed development for the site.

I move the recommendations and report of this Committee.

Motion

Coady\Browne

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 noted in regard to Bank Road and ATV's travelling in the wrong direction he visited the area today and confirms that the signage has been updated and improved and we are monitoring the street as often as we can to ensure the rules are followed.

The following Resolution was presented by Councillor Coady:-

RESOLUTION GF-W 2024-380

REVISED CAPITAL INVESTMENT PLAN

WHEREAS: the Town of Grand Falls-Windsor qualifies for funding under the Provincial Gas Tax Agreement;

WHEREAS: all spending under this Agreement must be approved through submission of a Gas Tax Capital Investment Plan;

AND WHEREAS: the Town of Grand Falls-Windsor has a funding surplus in Projects #99-2021-7328 of \$182,568.00; #99-2021-7360 of \$21,040.52; #99-2021-7584 of \$2,976.91; #99-2022-7684 of \$3,588.00 and #99-2022-7732 of \$1,653.00 and has reallocate to three (3) projects -WaterCAD & SewerCAD Software, \$7066.20; Water & Sewer Engineering Design, \$252,512.00 and Grenfell Heights, Cromer Avenue, Lincoln Road Paving, \$21,492.10 (supporting documents attached).

THEREFORE BE IT RESOLVED: that Gas Tax Capital Investment Plan be amended as follows:

- 1) Decrease funding for Project #99-2021-7328 by \$182,568.00 for a total allocation of \$345,000.00.
- 2) Decrease funding for Project #99-2021-7360 by \$21,040.52 for a total allocation of \$939,451.48.
- 3) Decrease funding for Project #99-2021-7584 by \$2,976.91 for a total allocation of \$50,171.09.
- 4) Decrease funding for Project #99-2022-7684 by \$3,588.00 for a total allocation of \$102,628.00.

- 5) Decrease funding for Project #99-2022-7732 by \$1,653.00 for a total allocation \$62,693.00.
- 6) Allocate \$7,066.20 to Project #99-2019-6737 WaterCAD & Sewer CAD Software Package (supporting documents attached).
- 7) Allocate \$252,512.00 to Project #99-2022-7655 Water & Sewer Engineering Design (supporting documents attached).
- 8) Allocate \$21,492.10 to Project #99-2022-7654 Grenfell Heights, Cromer Avenue, Lincoln Road Paving (supporting documents attached).

Motion

Coady\Hiscock

Be it resolved that Resolution GF-W 2024-380 would be adopted as presented. This motion carried by a vote of 7-0.

Corporate Services

The following report was presented by Councillor Dwyer.

Labour Report

The Committee reviewed the labour costs as of week four (4). Total labour was \$250,822. This was \$9,173 (3.5%) under budget.

The Committee is pleased with the early results of the labour budget and recommends that staff continue to monitor labour costs throughout the winter of 2024.

Disbursement Report

The Committee reviewed the Disbursement Report in the amount of \$797,469.35 and recommends this be presented at the next Council meeting.

Accessibility Plan 2024-2026

The Committee reviewed the draft plan from JW Consulting regarding the Town's Accessibility Plan for 2024-2026.

The Committee recommends the Terms of Reference for the Accessibility Committee be approved as presented and that staff and Council promote the Accessibility Plan throughout the community to raise awareness on the importance of this plan.

Business Tax Request

The Committee reviewed a request from a local business looking for relief on its business taxes.

The Committee recommends denying this request and for staff to reach out to the business to see if there are other ways to provide support.

Gymnastics Building Analysis

The Director of Corporate Services\Town Clerk provided a summary of recent discussions with the Director of Corporate Services\Town Clerk and the owner of the building situated at 44 Hardy Avenue, where Perfectly Centered Gymnastics operates. This was the only building that provided a response to our open call for bids in 2023 and staff have been working with the owner of this property to find agreeable terms on a sale. There is currently an offer being considered that is subject to Council approval.

The Committee recommends accepting the offer that is being considered and proceeding with the purchase of the building.

Appointment of Assessment Review Commissioner

The Committee discussed the requirement to appoint an Assessment Review Commissioner for appeals on assessment values in Grand Falls-Windsor.

The Committee recommends Bryan Blackmore be appointed as the Assessment Review Commissioner. Mr. Blackmore has been the Assessment Review Commissioner for the Town for the past several years and brings a wealth of knowledge and experience in the legal field.

Queen Street Dinner Theatre

Councillor Little passed along that the Queen Street Dinner Theatre has been nominated for the Cultural Tourism Award of Excellence at the Hospitality NL's Annual Conference & Trade Show taking place later in February in St. John's.

The Committee would like to congratulate John Thompson and other staff on a great season and on the recognition of this Award.

I move the recommendations and report of this Committee.

Motion

Dwyer\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 advised that Mr. Thompson is very pleased that the Queen Street Dinner Theatre has been nominated for the Cultural Tourism Award of Excellence at the Hospitality Newfoundland and Labrador Annual Conference and Trade Show. He congratulated all those involved in these tremendous performances that entertain residents and visitors to Grand Falls-Windsor.

Mayor Manuel agreed that Mr. Thompson has been involved with the Queen Street Dinner Theatre since it began and is very deserving of the nomination. He stated that he is always amazed when he goes to the Dinner Theatre at the amount of talent we have in this area, and he encourages people to go and check it out if you haven't already.

The following Resolution was presented by Councillor Dwyer:-

RESOLUTION GF-W 2024-381

2022 AUDITED FINANCIAL STATEMENTS

WHEREAS: Section 92(1) of the Municipalities Act, 1999 requires submission and acceptance of the Annual Audited Financial Statements;

THEREFORE BE IT RESOLVED: that the Town of Grand Falls-Windsor accepts the December 31st, 2022 Audited Financial Statements and submission to the Province of Newfoundland and Labrador.

Motion

Dwyer\Little

Be it resolved that Resolution GF-W 2024-381 would be adopted as presented. This motion carried by a vote of 7-0.

Committee of the Whole

The following report was presented by Deputy Mayor Browne.

Regarding the Newfoundland and Labrador Geographical Names Board Correspondence

The Committee reviewed the correspondence concerning the name “Crippled Back” Lake. The correspondence was from the Newfoundland and Labrador Geographical Names Board whereby the name was flagged as a name to be potentially derogatory. The Committee states there is no known issues with this name and don’t find it necessary to respond further to the Boards correspondence. Also, the Committee acknowledges the long-standing usage of this name among the citizens and believes it may have an adverse effect for those navigating in the wilderness and accustomed to referencing this lake.

Correspondence from a Citizen at 66 Goodyear Avenue

A citizen’s concerns over inadequate infrastructure was discussed.

The Committee recommends that staff respond to the correspondence and adds that addressing the Council at the next meeting is not feasible, but any written submissions are welcome. The concerns of the citizen remain as a matter that is before the Court, so the Committee recommends not to provide additional comments at this time.

Support for the Town of Harbour Grace’s Initiatives

Council reviewed correspondence requesting that the Town pledge its support to change Provincial legislation about property liens and how they apply to a municipality’s ability to recover its cost when it undertakes demolitions on

dilapidated buildings or costs related to property clean-ups. The Town of Harbour Grace is advocating that municipalities have the right of first lien.

The Committee recommends that the Mayor draft a letter of support to assist Harbour Grace in their advocacy efforts with the Government.

Heritage Week 2024 Challenge

The Committee reviewed correspondence from Heritage NL. Heritage NL is challenging municipalities to highlight their heritage during National Heritage Week on February 19th to 25th.

The Committee recommends promoting the Grand Falls House, the Presbyterian Church, and the Town Hall on social media and signing a Proclamation in recognition of Heritage Week.

Annual Emergency Call Report from the Fire Department

The Fire Department's Report showing the numbers of incidents responded to in 2023 was reviewed. The Committee notes there were 183 incidents responded to: the average number of responding personnel per incident was 8 volunteer firefighters, and the average response time to an incident was 5 minutes and 56 seconds. Also, the Committee wishes to highlight some of the incident type grouping that stood out within the report. Notably some incident type grouping that took the most time of the Fire Department Volunteers included 7% of calls toward chimney fires; 14% of calls were related to motor vehicle collisions; and 17.5% of calls are related to commercial and residential fire alarm monitoring systems.

The Committee thanks the Volunteer Fire Department for their professional and tireless efforts to serve the citizens of Grand Falls-Windsor.

Proposal for an Orthophosphate System

The Committee reviewed a proposal for designing and installing an orthophosphate system at the Water Treatment Plant.

The Committee recommends proceeding with the engineering design work and allocating funds from the Gas Tax Unallocated Funds. The costs are estimated to be \$80,000. Orthophosphates are used to prevent iron corrosion in unlined cast iron pipes. According to professional advice from CBCL, orthophosphate-based corrosion inhibitors are the most common chemical used in water treatment for the migration of iron, copper, and lead release. As well, a survey referenced in the AWWA Manual from 2001 shows that over 50% of water utilities in the United

States servicing at least 10,000 people use a phosphate-based inhibitor in their water system and 40% of them are reporting using it for the purpose of iron corrosion.

Replacement of Municipal Enforcement Vehicles

The Committee discussed the condition of two (2) Municipal Enforcement vehicles that have been experiencing frequent mechanical issues.

The Committee recommends, in principle, replacing one of these vehicles. The estimated cost is \$80,000 plus tax. Staff will finalize specifications and final costing and will proceed to order a replacement vehicle.

Lift Station Generator on Maloney Street

The Committee reviewed information related to options for repairing or replacing the generator associated with the lift station on Maloney Street. The repair option costs approximately \$24,000 and the replacement option is \$62,200.

The Committee recommends repairing the existing generator, citing the cost effectiveness over purchasing a new one.

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 Coady advised an orthophosphate system at our Water Treatment Plant was one of the recommendations that came from the consultants along with multiple studies to help us improve quality in the Town of Grand Falls-Windsor. This is another option available to use and we think it will improve water discoloration in certain areas of Town. It is a fairly straight forward application once we have the equipment in place to do it, and it would just be filtered out through the system as all the other chemicals are. She wanted to point out to the community that again, this is another level of work that we have been doing to make sure that the water quality meets the standards that our residents expect it to be and not just how it meets the standards now coming from the Treatment Facility based on Provincial and Federal Government Regulations.

Mayor Manuel noted primarily the discoloration we see at times is iron and the corrosion of iron as this system ages, so hopefully this will help aid and clear

up that problem further. He wanted to give a shout out to the Grand Falls-Windsor Fire Department, as their report shows a less than six (6) minutes response time on average, keeping in mind they are not sitting around the Fire Hall and they have to get to the Fire Hall from wherever they are and put on their gear that weighs as much as they do, get aboard the fire truck and get to the scene. Under six (6) minutes response time is very impressive, but not surprising given the level of professionalism that we have got in our Department that we are very fortunate to have.

NOTICE OF MOTION

None

OTHER BUSINESS

Councillor Noel again asked that residents chime in if they are aware of any other areas in Town that are experiencing sketchy cell service. So far, they have received positive responses and the map is growing of areas in Town that we consider don't have constant and accessible service, so "thank you" to all that responded. Coming up in a few weeks we have the Mid Winter Bivver and the Community Services Department are hard at preparation, so he encourages people to take part in a great weekend.

Councillor Hiscock noted with all the snow in the coming forecast, he asks that people be mindful and respectful of the plow operators who are doing a great job at keeping our sidewalks and roads plowed. He also reminded that if you have a hydrant close to your house to shovel it out and if you can't please call our Public Works Department to clean it out, because the house you save may be your own.

Councillor Little would like to acknowledge Danielle Mills who was the first female to referee Senior Hockey in Grand Falls-Windsor, and a job well done. He hopes she is the first of many females, and sure that little girls out there are looking up to her. The Windsor Stadium had to shut down for a couple of days due to operational problems, but staff are working on it and hopefully will not be closed too much longer. Our Curling Club is finally open again, and they are having a social there this week, and it is nice to see that it is back in business.

Councillor Dwyer advised we had an excellent turnout at the Classic Theater where we heard presentations about Family Care Teams. There were representatives there from Central Zones Senior Management Team, and Family Care Team employees. The Family Care Team Manager Janet Morgan-Little spoke

about what a Family Care Team is and how to register if you don't have a Family Physician. Cyril Farrell did a presentation on his positive experience being onboard with the Family Care Team. It was an excellent turnout, which is always a good thing when we can communicate directly with our residents and answer their questions and we were happy to facilitate the event that evening. "Thank You" to the residents that did show up, and if anyone has any questions you can reach out to any member of the Town Council, and we will get you in contact with whoever you need to speak to that can answer those questions. Also "Thank You" to Rogers who were there to record the event for anyone that could not attend, which will be aired on Thursday, February 15th. A reminder to residents that if you do not have a family doctor google Parent Connect NL, because that is the first point of contact to the Family Care Team.

Deputy Mayor Browne complimented the Community Services Department for the great event that was put off last week for seniors about online security, which featured three (3) Officers from the local RCMP Detachment who spoke about what to do and more importantly what not to do when you are online. Eighty-five (85) seniors showed up for this great session that taught everyone that if there is ever any doubt, to call someone you trust, especially when it comes to giving out personal information. Lastly, he would like to acknowledge the volunteers at the Heritage Centre, given that next week is Heritage Week. They are in the process of redesigning some of their display units and making another display room so that more memorabilia are on display. He encourages citizens to drop down at any time because it is a great place to visit and learn something about our heritage. Compliments to all staff and volunteers for all of their ongoing work that make the Heritage Centre a great place to visit.

Mayor Manuel said online security is so important as these days it seems that every third email is some sort of scam. There has been so many emails going out to staff here from him asking for gift cards. There are scams now using artificial intelligence to mimic voices of family members as if they are in distress, so it is always good advice to make sure that you are overly cautious. When it comes to making any purchases online, or entering any personal information at all, use extreme caution.

Councillor Coady advised Exploits Valley High is doing a twenty-four (24) hour musical, it's one show on February 24th at the Gordon Pinsent Centre for the Arts. They have been eliminating musicals every week for the past three (3) weeks. There are three (3) musicals left which are Grease, Annie Junior and The Sound of Music, and another will be eliminated this week. When they get to the last elimination, the day before on the 23rd of February, they will announce what the musical will be. Anyone that has auditioned for the musicals has been selected, so they know they are in the musical, but they don't know which musical it will be.

When they do that final draw, they will be assigned their roles and parts in the musical and they will practice and rehearsals for twenty-four (24) hours and then hit the stage to do the show. There are a lot of excited kids for this awesome show; however, there is a very limited number of tickets left available, so she encourages anyone interested to go to the Gordon Pinsent Centre for the Arts website or the Box Office when they are open and try to get tickets. Lastly, she noticed driving around Town that some people are still pushing their snow onto the road or onto the sidewalk especially after it has been cleared. This leads to residents that are walking having to leave the sidewalk and go onto the road and then back onto the sidewalk again when it is cleared which is just not safe. We take great pride in making sure our sidewalks are clear to keep safe for any walkers and anyone with accessibility issues. We don't want them to be going onto the road where it is dangerous and unsafe. She asks residents to please not plow into the road or sidewalks, as it is against policy, and you will be ticketed if you are caught.

Mayor Manuel encouraged residents to check out the Town's Facebook page, because there are a lot of events coming up in the next couple of months that you may want to attend. He congratulated the Exploits Valley High Boys' Basketball Team, as it was the first time the team finished in the Top 4 of the Elite Tournament where all the best teams in the province gather. This weekend the Cataracts Playoffs are beginning, and we are happy that we have the Cataracts hockey back this year and the fan support has been good. So, if you are interested in attending some great hockey, get your tickets.

ADJOURNMENT

Motion

Hiscock\Coady

Be it resolved that the meeting of the Grand Falls-Windsor Town Council would be adjourned until the next regular scheduled meeting of Tuesday, March 5th, 2024. This motion carried by a vote of 7-0.

The meeting adjourned at 7:58 P.M.

Barry Manuel
Mayor

Darren Finn
Chief Administrative Officer