

1. CALL TO ORDER

Regular meeting #13 for 2016 of the Grand Bank Town Council was held in the Executive Boardroom at the Grand Bank Municipal Center on Monday, October 3, 2016 at 4:00 p.m.

Mayor Rex C. Matthews, Deputy Mayor Clayton Welsh, Councillors Stan Burt, Rick Grikis, and Travis Parsons, attended along with Town Manager Wayne Bolt, Town Clerk Cathy Follett and Recreation Director Tom Burton. Also in attendance was Paul Herridge, representing the Southern Gazette. Councillor Bruce Warren was out of Town, Councillor Roger Brooks was working and Office Administrator Sheila Dolimount was on holidays,

2. ADOPTION OF AGENDA

MOTION 2016-2749: C. WELSH/S. BURT

Motioned that the agenda be adopted as presented.

ALL IN FAVOUR

MOTION CARRIED

3. DELEGATIONS – NIL

4. ADOPTION OF MINUTES

MOTION 2016-2750: R. GRIKIS/C. WELSH

Motioned that the minutes of the regular meeting for September 12, 2016 be adopted as presented.

ALL IN FAVOUR

MOTION CARRIED

5. BUSINESS ARISING FROM MINUTES - NIL

6. INCOMING CORRESPONDENCE FOR ACTION

a. Department of Transportation & Works (DTW)

Received an email from the Highway Maintenance Division of the DTW regarding the safety certification requirements for the pickup of Ice Control Materials from DTW. There are 3 options deemed acceptable;

- Municipal Endorsement: DTW will accept a municipal endorsement passed by council which indicates all measures are in place to meet Occupational Health and Safety compliance standards related to the pickup of ice control materials.

The municipality must provide a safety plan outlining their approach for picking up the materials. This would include specific vehicle and driver information. This applies to municipal employees and vehicles as well as any they contract or hire on their behalf.

- COR Certification Completed: Municipality to have a Certificate of Recognition (COR) and valid Letter of Good Standing issued by the NL Construction Safety Association (NLCSA) or

Contractor must have COR certification and valid Letter of Good Standing issued by the NLCSA if municipalities hire a contractor to pick up materials on their behalf.

A safety plan as described above is required.

- COR In-Process or Audit Pending: DTW will accept an “In Process” or “Audit Pending” letter of good standing on behalf of Municipalities from the NLCSA for the winter of 2016-2017 only. The in class training must be completed by one person within the organization. A safety plan as described above is required.

A response advising which of the above options the Town will accept for the winter of 2016-2017 is required prior to October 14, 2016.

This will be discussed later in the meeting.

b. Heritage Foundation NL

Received an email from Andrea O'Brien of the Heritage Foundation NL calling for proposals for the 2016 Fisheries Heritage Community Project. The Foundation is announcing a \$10,000 grant program for community projects that preserve historic fisheries buildings and the intangible cultural heritage (ICH) of the fishery. These grants will assist in restoring and protecting historic fisheries architecture and documenting information about the fishery. The deadline for applications is December 1, 2016.

c. CBDC Burin Peninsula

Received an invitation to attend the Annual General Meeting of the CBDC Burin Peninsula, to be held at St. Gabriel's Hall in Marystown on Tuesday, October 18, 2016 at 7:00 p.m.. RSVP by Friday, October 14, 2016. Staff will follow up with councillors to see if anyone would like to attend.

7. INCOMING CORRESPONDENCE FOR INFORMATION

a. Grand Bank Volunteer Fire Department

Received a letter of thank you for the purchasing of the new fridge and stove for the fire hall. An invitation was also extended to councilors and families to visit the Annual Open House on October 12, 2016 for Fire Prevention Week.

b. Department of Municipal Affairs (MA)

Received a letter of approval to award consulting services from MA to engage SNC-Lavalin to provide prime consulting services regarding the Clean water and Wastewater Fund 2016 for Marine Drive Water, Sewer and Storm Installation – 17-CWWF-17-00016.

c. Canada Revenue Agency

Received an email from the Canada Revenue Agency regarding the Community Volunteer Income Tax Program (CVITP), they advised that they received numerous requests from eligible individuals in Grand Bank needing help with their income tax returns. Therefore, they are looking to expand the CVITP in Grand Bank and are hoping to get the Towns help with recruiting volunteers.

d. Eastern Health

Received an email from Tammy Greening of Eastern Health advising they are now accepting applications for their 2016 Community Development Fund.

8. COMMITTEE REPORTS

a. Finance Committee

Councillor Burt, Committee Chairperson, presented a written report of a meeting the committee held on September 28, 2016.

MOTION 2016-2751: S. BURT/R. GRIKIS

Motioned that the Finance Committee report of September 28, 2016 be accepted as presented.

ALL IN FAVOUR

MOTION CARRIED

MOTION 2016-2752: S. BURT/T. PARSONS

Motioned that the Town of Grand Bank submit an application for funding to ACOA and the Provincial Government of Newfoundland and Labrador in the amount of \$75,000 (on a 75/25 cost shared basis) for the purpose of developing and completing a development plan on a defined area of the Town that can be used to apply for funding in the restoration of the Downtown/Waterfront Area.

ALL IN FAVOUR

MOTION CARRIED

b. Development Committee

Deputy Mayor Welsh, Committee Chairperson, presented a written report of a meeting the committee held on September 28, 2016.

MOTION 2016-2753: C. WELSH/R. GRIKIS

Motioned that the Development Committee report of September 28, 2016 be accepted with the change to item 3, rent space, will be deferred to the Recreation Director to define an adequate space.

ALL IN FAVOUR

MOTION CARRIED

MOTION 2016-2754: C. WELSH/R. GRIKIS

Motioned that the Town of Grand Bank forward applications for the following Capital Works for 2017 as follows:

1. Municipal Dam: Inundation Study, Dam Safety
Inspection and Structural Engineering, Extension of Intake & Johnson Screen,
Removal of Grating and Culvert - \$295,000
2. Municipal Garage: \$323,150
3. Marine Drive: Water, Sewer, Curb & Gutter, Storm Sewer, & Asphalt, Rita
Meade's to the intersection of 29 Marine Drive to the Intersection of Mistywave
Crescent - \$885,000.

ALL IN FAVOUR

MOTION CARRIED

9. OLD BUSINESS

a. Tax Sales

Town Clerk Follett advised that an auction was held today for properties that were in arrears of taxes. Four properties were placed for auction, three of which didn't receive anywhere near the amount that was owed and one that the Town bid on. Council agreed the bids wouldn't be accepted and the properties would be placed for tax sale at a later date.

b. Entrance Site to Town

Town Manager Bolt advised that the entrance site has been upgraded and should last for quite some time.

c. 25th Anniversary of Grand Bank Seafoods

Mayor Matthews updated council on the recent celebration and things are going really well for the company and for our community. He noted that Clearwater plans to partner with the Federal Government to upgrade the wharf.

d. Tax Arrears

Town Clerk Follett advised the due date for 2016 taxes was September 30, 2016. Most citizens have paid their taxes. Staff will review the outstanding accounts and will move forward with tax collection. Advanced Education & Skills are still in the process of finalizing payments for clients.

10. NEW BUSINESS

a. Waste Management - Dumpsters

Mayor Matthews noted that a meeting needs to be arranged with the Burin Peninsula Regional Service Board. Councillor Grikis will arrange a meeting in the near future.

b. Safety Certification Requirements

Town Manager Bolt advised that he is attending a work shop on Wednesday so that the Town will be able to avail on ice control materials from the DTW depot. All the information will be provided to DTW so that our safety plan is up to date.

MOTION 2016-2755: C WELSH/R. GRIKIS

Motioned that the Town of Grand Bank advise DTW that all measures are in place to meet Occupational Health and Safety compliance standards related to the pickup of ice control materials. The Town will provide a safety plan outlining our approach for picking up the materials which will include specific vehicle and driver information. This will apply to municipal employees and vehicles as well as any they contract or hire on their behalf.

ALL IN FAVOUR

MOTION CARRIED

c. **Nature Trail Easements**

MOTION 2016-2756: R. GRIKIS/T. PARSONS

Motioned that the Town of Grand Bank enter into the easement agreement with the Provincial Government for the Nature Trail and the Marine Hiking Trail as per permit number PRO7792-2014 (no 146178) and submit \$300 registration fee.

ALL IN FAVOUR

MOTION CARRIED

d. **Downtown/Waterfront Area Re-Development Project**

Mayor Matthews noted that progress is being made with the Downtown/Waterfront Area Re-Development plan. Town Manager Bolt advised packages have been prepared for ACOA and ITRD and will be picked up tomorrow as well RFP's have been forwarded to consultants. The time lines are very rigid and we will be choosing a consultant before the end of October 2016.

e. **Clam Advisory Committee Meeting**

Mayor Matthews noted that he attended an advisory meeting on September 30, 2016 via a conference call. He noted that there were thirteen applications for a new license, including one from the Town of Grand Bank. DFO is trying to get a long term strategy so they can get a handle on the biomass and how much the industry can support. Council agreed that more scientific information is needed before a decision is made.

f. **Canada 150 Special Events**

Mayor Matthews noted that Recreation Director Burton needs to submit an application for funding that involves activities that are more Family oriented. Anyone that has any ideas to pass along to Recreation Director Burton as the deadline is October 21st.

11. **COUNCILLORS FORUM**

a. **War Memorial**

Mayor Matthews noted that a package has been developed and will be delivered to the architectural engineer of BAE Newplan tomorrow for him to have a look at.

b. **Picture of Council**

Mayor Matthews asked Councillor Parsons to arrange a time that a photograph can be taken of Council. It was agreed this would be arranged for some time in November.

c. **Thank You**

Mayor Matthews suggested, and Council agreed, that a thank you social would be arranged for all staff.

d. **Chase the Ace**

Mayor Matthews advised that he received a request from the Trail Association to use the Partanna Auditorium should it be needed for their Chase the Ace fundraiser. Council agree with the request should it be needed.

e. **Lions Den Park**

Councillor Parsons noted that the Park is really dark. Recreation Director Burton was asked to check to see if the light was working correctly.

f. **Gobble Stock**

Councillor Parsons noted there was a great turn out for the event. Councillor Burt noted it was great to see such community spirit. It was agreed a thank you letter would be forwarded to the committee.

g. **Downtown/Waterfront Area Re-Development Project**

Councillor Parsons thanked staff for all their hard work on the project and he noted that he is looking forward to being involved.

h. **Hurricane Matthew**

Councillor Parsons noted that staff should be prepared for the upcoming storm.

i. **Concrete Steps on Water Street**

Councillor Burt noted that the steps on Water Street near Scotiabank are crumbling. Town Manager Bolt was asked to investigate.

j. **Thank You**

Councillor Grikis thanked staff for all the great work.

k. **CHCM**

Deputy Mayor Welsh noted there doesn't seem to be a major change as of yet with the closure of the station in Marystown.

l. **RCMP**

Deputy Mayor Welsh noted that he heard on CHCM radio that the RCMP is investigating stolen highway signs between Grand Bank and St. Lawrence.

12. **COMMUNICATIONS FROM TOWN OFFICIALS**

a. **Land**

Town Manager Bolt advised the Town now owns the land that was previously owned by the Federal Government on Water Street.

13. **ADJOURNMENT**

MOTION 2016-2757: R. GRIKIS/S. BURT

Motioned that the meeting adjourn at 5:45 p.m.

ALL IN FAVOUR

MOTION CARRIED

Confirmed by: Rex C. Matthews

Cathy Follett

Town Clerk

Date: October 24, 2016