

Town of Channel – Port aux Basques
1771st Regular Meeting
March 6th, 2018

The 1771st Regular Meeting of Council convened at 6:00 p.m. Mayor Spencer presiding. Present were Deputy Mayor Strickland, Councillors Battiste, Blackler, Coffin, Keeping and Lane Also present were the Town Manager, Economic Development Strategist and the Town Clerk.

Economic Development Committee Report: EDS Shauna Strickland presented the Economic Development Committee Report of February 28th, 2018.

In attendance: Councillor Battiste, Councillor Keeping, Councillor Strickland, Town Manager, Leon MacIsaac, and Economic Development Officer, Shauna Strickland.

- 1) Review Minutes of the Last Meeting: The minutes of the January 10 meeting were adopted at the January 23 council meeting.
- 2) Business Arising:
 - a) Senior Housing Application: The application was completed and submitted.
 - b) Canada 150 Report: Shauna provided a financial breakdown of the Canada 150 funds and what was allocated to each event.
 - c) RFP - Herring Plant: The Request for Proposals for the herring plant will be in the paper next week.
 - d) Canadian Moments: Various emails and conference calls took place with production companies. There was a lot of interest generated but no application submitted. Mainly due to time constraints with the request for proposals. It was a great networking opportunity and the research helped promote the story and our area for future opportunities.
 - e) Grand Bay West Public Session: We agreed the next public session will be in March and it will likely be at the Fire Hall and during the evening.
 - f) Splash Pad Project: There was discussion on the direction of this project. The cost of the project has increased and the infrastructure needed to support this project is greater than we anticipated. Leon will compile the cost and will look at the engineering component for the project.
 - g) Harbour Authority Update: Shauna has attended various meetings. Things are progressing well. It is our goal to have someone hired for the upcoming season. Renovations will be completed to the stages and they would like to use the colors the town used on the bus shelters and garbage bins.
 - h) Daycare Update: Things are progressing well at the building. The manager is working to recruit workers for the site and to promote the membership opportunities. To date we have 15 applications returned.

i) CEEP Update: The project is completed. We had 19 workers hired, with \$53,000 in wages and \$14,000 invested back in the business community.

j) Come Home Year Committee: There was a request put out to recruit volunteers to the Come Home Year Committee. There was a bit of interest. A meeting will be held in the Fall at which time we hope a chairperson will step forward.

3) New Business

a) Meeting with Marine Atlantic: There will be a meeting with Marine Atlantic officials on Feb 28 at the Hotel.

b) Resource Committee: There was discussion on organizing a resource committee to meet monthly to discuss what is happening in the community. Shauna has arranged a meeting for March 1.

c) Accessibility Grant: Funding has been approved to purchase an accessible wheelchair for the Grand Bay West Beach. The details of how this project will roll out will be discussed over the coming months.

d) I Love NL Project: There is discussion with the college on fabricating a steel structure that spells out I love NL and people can lock in their love for the Province. The details are being worked on.

e) Winter Carnival Schedule: Things are progressing well with the planning of the carnival schedule.

f) Multicultural Grant: A proposal was submitted to access funds to host a multicultural event in March.

g) Summer Student Applications: A proposal was submitted on behalf for the historical society. Robyn submitted the applications for the Bruce II, Scott's Cove Park and the Light House.

h) Laundry Services: There was a general discussion on the laundry services in our Province.

i) ASIL Building: There was a general discussion on the ASIL building

4) Other Business

There was discussion on slipways and having one near Andy's Rainbow Park and Little Bay Park. There was discussion on the rink and how the weather impacted the project this year. Councillor Keeping will provide assistance next year.

2. e) Grand Bay West Public Session – Deputy Mayor Strickland said the next session is scheduled for March 19th, 2018 and will be an evening session at the Fire Hall.

2. f) Splash Pad Project – EDS Shauna Strickland said Council will have to make a decision if they wish to proceed with the project given the costs we are now looking at.

Councillor Lane asked if an assessment has been done on the upkeep after it's completed. He noted that he is hearing the upkeep for this is massive. EDS Ms. Strickland said this is why the Economic Development Committee have to look at if it's worth our while to invest any more time into this project.

Ms. Strickland said the Town Manager has been checking this out and right now the cost is at \$600,000.00 which doesn't include the pump house.

Councillor Keeping suggested we get staff to get some concrete numbers to present back to Council before we make a decision to drop the idea.

The Town Manager noted he will work on the numbers and bring it back to Council for discussion.

2. h) Daycare Update – EDS Ms. Strickland said things are progressing and they will be having open house at the of this month. She noted that the opening is scheduled for April 9th, 2018 and that the capacity is 32. She also advised that membership has been slow. It cost \$100.00 to become a member. Councillor Blackler asked if the membership has been put out to the public. Mrs. Strickland advised yes the new Manager has it posted on Facebook so the information is out there.

2. j) Come Home Year Committee – The Economic Development Strategist advised Council that they didn't have a lot of interest at the public meeting but since it was put on Facebook a lot of people have come forward. They currently have 20+ members but no one has stepped forward wanting to Chair it. Hopefully someone will come forward soon.

3. e) I Love NL Project – The Economic Development Strategist said that the Committee is looking at possibly partnering with the Historical Society where she suggest housing the structure and CNA for the actual fabrication piece as this will lower the cost.

3. e) Winter Carnival Schedule – Councillor Keeping inquired if the Recreation Director has been involved in this to which Ms. Strickland replied yes she has been.

It was moved by Deputy Mayor Strickland and seconded by Councillor Lane the Economic Development Committee Report of February 28th, 2018 be accepted as presented and discussed. MC Unanimously

Adoption of Minutes: It was moved by Councillor Battiste and seconded by Deputy Mayor Strickland the 1770th Regular Meeting of Council be adopted as circulated and discussed. MC Unanimously

Outdoor Recreation Program: Mayor Spencer noted that the public meeting for this program is tomorrow night at 7:00 pm if anyone is interested in volunteering. He noted that he will be attending.

Request for Proposals for Seniors Housing: The Town Manager advised that the Request for Proposals (RFP) is out in the papers. He noted he had one request so far for the information.

Bruce II Two Tier System: Mayor Spencer advised that he had community consultations and there was good attendance with the exception of Foxroost/Margaree and the Codroy Valley area who couldn't make it but he'll touch base with them and advise of his proposal. Mayor Spencer said he has already heard back from one community and he is just waiting to hear back. Once he has been talking to everyone he will report back to Council.

School Bus Safety: The Town Manager advised he has still not heard from either of the parties he sent the letter to for a meeting with Council to discuss this issue.

Mayor Spencer noted that himself and the Town Manager had met with Sgt. Alexander and chatted with him about some concerns. The Mayor noted that he didn't realize we no longer have a highway patrol officer here.

Councillor Keeping asked if we now have a full compliment of officers here in town. Mayor Spencer advised we are down one officer as are other communities.

Councillor Keeping suggested the Town Manager write the MHA and advise of our concerns of not having a full compliment and as well with regards to the highway patrol position.

Greg Sheaves Request for Rezoning: Councillor Keeping asked if we had anyone hired to begin this process as well as other plan amendments. The Town Manager said yes we had received information and cost associated with same from Paul Bownrigg but Council haven't approved the expense as it was higher than what we had budgeted.

Issues with Water Stop at Stadlum Road: The Town Manager advised he has been in contact with the resident's daughter and outlined the process they need to go through in order

to move this stop. The Town Manager also said he had told her that he would prefer they hire a contractor to the work but we will assist where possible.

Councillor Keeping asked what if they can't get a contractor to do the work to which the Town Manager said we'd have no choice but to do the work and invoice back the homeowner.

Parking Issues Bragg's Lane: The Town Manager advised that he spoke to Sgt. Alexander regarding this during their meeting and he will ask the officers to patrol this area and ticket where necessary.

Fire Department Report: Deputy Mayor Strickland advised that the Pumper Operator Course that was noted in the last report is an in house course not Regional as indicated in the report.

Exchange of Properties on Nelson Avenue: Councillor Keeping asked the Town Manager if he had met with Mr. Sheaves yet. The Town Manager advised that he met with Mr. Sheaves at his property and now he is just waiting on the survey for the adjoining property. Once he has this then we can move forward.

Proposal for New Dog Kennel and modified Dog Pound: Mayor Spencer noted that we had received another letter on this yesterday but because it was late coming in it'll be tabled at the next meeting.

Councillor Keeping asked the Town Manager if he had heard back from Mr. Sheaves in regards to coming into a meeting. The Town Manager advised he still hasn't heard back from him. Councillor Keeping reiterated that we need to get him to come in. The Town Manager noted that the only other option is if he refuses to come in is to go in and have the boxes removed and charge the cost of doing so back to the property owner. It was noted that there is an additional box there now.

It was agreed that we'll have to move on this and take some action to get the matter concluded.

Fibre Optic Services: Councillor Battiste advised that this issue was brought up at the South West Coast Joint Council meeting. A representative from Bell was supposed to attend but the person didn't show up. The Town Manager noted he also has this matter in his report.

Capital Expenditure Items for 2018: Councillor Keeping asked if all the items on this list have been ordered. The Town Manager went down through the list and provided a response on what has been ordered, waiting on pricing and tender call done where required.

Newfoundland Power: The Town Manager advised he hasn't received any further information on this. Mayor Spencer asked the Town Manager if he can send a letter to the Regional Manager and request an update.

Correspondence: The correspondence was read. It was moved by Deputy Mayor Strickland and seconded by Councillor Battiste the correspondence be accepted and dealt with where necessary. MC Unanimously

College of North Atlantic: A letter was received from CAN requesting Council's support again this year in sponsoring their scholarship program. The Mayor asked what was done in the past. The Town Clerk advised this is an annual scholarship that Council supports every year. She said we've always donated \$250.00 to both the college and the high school.

It was moved by Councillor Keeping and seconded by Deputy Mayor Strickland we donate \$250.00 towards the College of North Atlantic Scholarship Program for 2018. MC Unanimously

Port aux Basques Lions Club Winter Carnival Committee Ad: Correspondence was received from the Winter Carnival Committee requesting Council sponsor this event by way of paying for ½ of the cost of the ad that will be placed in the local paper. Mayor Spencer asked the Town Clerk to advise of what has taken place in the past.

The Town Clerk advised that she had checked this out and last year there was no request received however prior to that Council always paid for half the cost of the ad. She had asked what size of an ad they were going to place and the approximate cost for same. She also noted that all events at the Bruce II Sports Centre are always put in this ad.

It was moved by Councillor Keeping and seconded by Councillor Lane we donate ½ of the cost of the Winter Carnival Ad. MC Unanimously

Request for Docking Areas for Grand Bay West & Grand Bay East: Correspondence was received from a resident of Smallwood Drive requesting Council put docking systems in place at both Grand Bay West and Grand Bay East to allow for boaters, including him, to avail of.

Mayor Spencer noted that the slipway in Little Bay needed some work done on it.

Councillor Lane noted that the Public Works Committee are already looking at Andy's Rainbow Park for a dock and suggested they take a look at these as well and bring back a recommendation to Council.

Deputy Mayor Strickland said he feels this should go to the full Council for discussion and a decision. He noted that this isn't the first request that we've received before Andy's Rainbow Park was even mentioned. There have been a few others, the one in Mouse Island in particular.

It was agreed to pass this over to the Public Works Committee to review and bring back a recommendation for discussion with the full Council.

Local Service District Foxroost/Margaree re Two Tier System at Bruce II: Mayor Spencer read out correspondence received from the Local Service District of Foxroost/Margaree outlining their concerns and disagreement with the proposal to change the fees for Town operated activities. They are also asking Council to rescind the decision regarding this.

Mayor Spencer noted they were unable to attend the meeting he had but he has since spoken to the Chairperson and sent the proposal back to them. The Mayor also noted that no one from the Codroy Valley were there as well.

Deputy Mayor Strickland posed the question to Mayor Spencer "did I hear you say they are asking us to rescind this decision"? Mayor Spencer said yes it is included in the letter.

Mayor Spencer noted that by the next Council meeting he will have heard from all the communities. The Mayor said if by next Wednesday if we don't hear back from them he'll call everyone to see how his proposal was received and if they had come to some sort of agreement.

Canada Post re Grand Bay Post Office: Information was received from Canada Post advising Council of the change in hours at the Grand Bay Post Office. It was noted there is no cut back of hours just rescheduling. All services they currently offer will not be affected.

Finance & HR Committee Report: Mayor Spencer presented the Finance & HR Committee Report of February 28th, 2018.

A meeting of the Finance & Human Resources Committee convened at 10:00 a.m. Present were Mayor Spencer, Councillor Coffin, the Town Manager and the Town Clerk. The following items were discussed.

Bruce II Salaries – Discussion took place on salary rates for the non-unionized staff at the Bruce II Centre. It was noted now that the NAPE Collective Agreement has been agreed upon we also have to review other salaries that are in place at the Centre.

A background was presented on all positions and salaries at the Centre. It was noted that minimum wage will increase in April by \$0.15 so we also have to take that into consideration during our review.

Permit Rates – The Committee reviewed the various permit and user fees. Discussion was had with suggestions on possible changes to our rate structure. It was agreed that we review the rates and fees of other communities of comparable size. We will meet again to review these and upon completion of the Committee's recommendation a report will be presented to Council for discussion. Once this has been adopted by Council we will do up a chart for any and all fees and post them on our website.

Tax Rates – The Committee agreed that now is the time to sit down and review all tax rates and the historical data of dates when these were imposed. It was noted that in some cases it has been quite some time since changes have been made. We will continue to meet and bring forth a final recommendation to Council.

Tax Write Offs – The Town Clerk presented a list of Poll Tax that was levied but we are unable to collect for various reasons. We have tried every means possible to track down these individuals and have sent out repeated invoices but have not been able to collect the taxes. Upon speaking to the auditor on this several times they both agreed it is better to write these off now and deactivate these individuals in our system so that our doubtful accounts/bad debt is not reflective of this. The Town Clerk noted that upon reviewing the doubtful accounts list for 2016 which she obtained from the auditor that we have cleared up a substantial amount of this in 2017.

The Committee recommends we write off \$9,428.22 in poll tax due to it being uncollectable.

It was moved by Councillor Battiste and seconded by Councillor Lane we accept the Finance and Human Resources Committee Report as presented. MC Unanimously

Town Manager's Report: The Town Manager presented his report of March 6, 2018.

- (i) Response to concern from area resident's daughter regarding issues with water service on Stadium Road. The concern involved the location of her mother's existing waterline shutoff which was currently located in the basement area of an adjacent property owner. They have requested direction as to how to proceed with the relocation of service without entering the adjacent property. Direction for completion of this component of work, which is to be undertaken in the spring, was provided with Town staff to assist with the location of existing service lines. All work is not to proceed without first obtaining a permit and ensuring Town staff is on site during excavation, location and connection of services.
- (ii) Local RCMP detachment has been contacted regarding concerns of parking issues on Bragg's Lane. Staff Sargent Alexander indicated he will follow up with detachment personnel to ensure this area is reviewed for issues.
- (iii) Resident of Regional Street has been contacted regarding ongoing complaints with regards to working without necessary permits and complaints from area residents. The Town has not received a response to date from the resident to make contact and meet with Town officials.
- (iv) The local Bell Aliant management representative has been contacted regarding expansion of the Fibre Op network into a number of areas within the Town, including the Grand Bay West subdivision, Dennis Road Extension. An update request has been forwarded to Aliant's Engineering Department with a response to be provided on the servicing plans for this area. The new building season is quickly approaching with existing residents and potential new builders interested in service availability.
- (v) The Town has recently released a Request for Proposal for the development of the former Herring Plant building and property located at 23A Pleasant Street. The Town is requesting that all interested proponents submit plans and proposals for the development of this property. This will help to provide long term viability of the property and local business.
- (vi) Tender package has been prepared for the acquisition of a new Backhoe Loader. The package will be available for advertisement by the end of the week and tender packages will be available to interested companies upon release.

- (vii) The Regional Vice President – Atlantic with NAPA Auto Parts Moncton office has been contacted regarding the Request for Proposal for the provision of materials, supplies and operating services to Marine Atlantic Inc. The Town has requested a meeting to discuss the potential of sourcing area based companies for the provision of any and all components of the RFP. The Regional Vice-President has indicated that NAPA is willing to meet and discuss the current contract with Council. He will advise of availability and schedule a meeting as soon as time permits, hopefully sometime in March if at all possible. Representatives are scheduled to make a visit to the area in the coming weeks and will make contact with the Town prior to arriving to schedule a meeting.
- (viii) A local resident on Grand Bay Road has applied to the Province for a portion of Crown Land that will compliment their current property. Once it has been received and processed by Service NL, it will be forwarded for Council review and approval.

The Town Manager advised in relation to Item (i) they did ask if they could tap into another neighbour's line but he advised them no. They need their own line because if not they are only transferring the problem from one neighbour to another.

The Town Manager advised in relation to the tender package for the new backhoe he also included the word new backhoe or semi used unit which may see a drop in the price from a new one.

Bell Aliant – It was noted that there is a lot frustration for people and not only here. We need to get them in to meet and explain what is causing the long waiting periods.

Councillor Keeping asked the Town Manager if we have a copy of the plans on file for the new coast guard building. The Town Manager advised he has an electronic copy.

It was moved by Councillor Lane and seconded by Councillor Coffin we accept the Town Manager's Report as presented and discussed. MC Unanimously

Mayor Spencer noted that Sgt. Alexander had advised there is a lot of speeding happening along Hardy's Arterial. They suggested we install more signage which the Town Manager had noted will be taken care of.

Councillor Lane inquired as to why the mobile speed sign is not out. The Town Manager advised because they won't work in the cold.

Signage for Bungay's Lane: Councillor Lane noted that clearing snow on Bungay's Lane has been a problem for a number of years. He is suggesting we place no parking signs on Main Street across from the lane for an area of approximately 50' and install two signs stating same. As well he said there should be an hidden driveway sign placed advising that the lane is there so people approach with caution in that area.

Mayor Spencer said he went there and looked at it as well. The Mayor said he agrees we should block off this area from vehicles parking and can have signage that says No Parking during Snow Clearing Season.

It was agreed to put this in place to try to alleviate the issues we have with snow clearing on this lane.

Western Health: Councillor Blackler said he wanted to advise Council as a bit of FYI but he had some information come from the Mayor that he feels needs to be addressed.

Councillor Blackler said during a rental review by Western Health of their units in the area of the hospital they found they weren't charging the tenants utility cost as they were doing with other areas that had similar units. Councillor Blackler noted the amount of rent that is currently being charged and what the increase was going to be. He noted it may not seem like much to us but it is to these seniors. Councillor Blackler sent this the three members of Council's Health Committee asking the name of the best individual to contact regarding this.

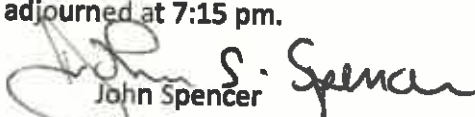
Mayor Spencer said he sent a letter off to the gentleman who is in charge of this and he is willing to come out and discuss this with Council. Mayor Spencer said June 1st the rents will go up to \$605.00 and its part of a multiyear plan to continue with additional increases. The Mayor said this is up to where they want to be but not the electrical which is standalone from the hospital but the hospital staff do all of the maintenance on these units.

Mayor Spencer said he asked the gentleman he spoke to when the mortgage would be paid off as these were built in 1984 and was advised it would be paid off in 2019. He said when they were originally constructed the deal as Western Health invest 2% and CMHCC would pick up the remainder. The Mayor said when he spoke to this gentleman he quoted him a very substantial figure that is their short fall.

Mayor Spencer said these individuals that are there now will all be grandfathered in but anyone new will have to assume the cost of the utilities.

It was noted that a meeting be arranged with Devon Goulding of Western Health and Council.

Adjournment: With no further business Councillor Battiste moved the meeting be adjourned at 7:15 pm.


John Spencer
Mayor


Julia Ingram
Town Clerk