

**Town of Channel – Port aux Basques
1808th Regular Meeting
May 26th, 2020**

The 1808th Regular Meeting of Council convened at 5:30 pm via video conferencing Mayor Spencer presiding. Present were Deputy Mayor Strickland, Councillors Battiste, Blackler, Coffin, Keeping and Lane. Also present were the Town Manager, Recreation Director and Town Clerk.

Recreation Committee Report: Recreation Director Shauna Strickland presented the Recreation Committee Reports of March 11th and May 7th, 2020.

March 11th - In attendance: Deputy Mayor, Todd Strickland, Councillor Coffin, Councillor Blackler, Town Manager, Leon MacIsaac, Recreation Director, Shauna Strickland and Facility Manager, Wanda Merrigan.

1) The minutes of the January 16 meeting were adopted at the January 28 council meeting.

2) Business Arising from Minutes:

a) Recreation NL Conference: Shauna and Wanda will book registration and the rooms. There will be further discussion on who will attend from council.

b) Refillable Water Station: Funding has been approved through the MMSB grant to purchase a refillable water station for the Bruce II.

3) New Business

a) Staff Position: The bowling alley attendant will finish this season and will not be returning. The part time attendant will move up into the full time position. It was recommended that we advertise this summer for the second position.

b) Minor Hockey Meeting: There was discussion on the meeting held by minor hockey. There was a person causing a disturbance and was asked to leave the building. A letter will be sent stating they are no longer permitted in the facility for the remainder of the season. Wanda will send the letter.

c) Senior Inclusion Program: \$3312 was approved to host various senior events.

d) Community Healthy Living Grant: \$2380 was approved to purchase a second water station for the stadium and \$10,000 was approved to assist with the cost of a new front door for the stadium. It was agreed that the door must have an electric eye and should swing open.

e) Circus: The circus is booked for July 6, 2020.

f) Agrispirit Application: An application was submitted to purchase a new heat exchanger for the pool and hot tub.

g) JCP Application: A JCP application was submitted to assist with renovations in the swimming pool dressing rooms.

4) Other Business:

It was stated that some of the emergency lights are not working in the building. There was discussion on backup lights for the rink.

There was discussion on the scent free policy.

There was discussion on an incident at the pool during the last hockey tournament.

There was discussion on the mariners and if their contract was up to date.

There was discussion on the canteen services.

3. g) JCP – Mayor Spencer said just removing the spots of rust speaks volumes. Mrs. Strickland noted this JCP has since been approved and she is hoping to start it later in August.

Front Door - Councillor Keeping asked for an update on the front door which was off track. Mrs. Strickland said they haven't had anyone out but the Town Manager had a quote on the repairs. The Town Manager said they have not been out but when they do he will ask for an assessment of all doors as we will need this for our climate change project.

Emergency Lights – Deputy Mayor Strickland said he wasn't a case of the lights not working he was referencing the lack of.

It was moved by Councillor Battiste and seconded by Councillor Coffin the Recreation Committee Report of March 11th, 2020 be adopted as circulated and discussed. MC Unanimously

May 7th, 2020 -In attendance via Google Meet: Deputy Mayor, Todd Strickland, Councillor Justin Blackler, Councillor Coffin, Shauna Strickland, EDO-Recreation Director, Wanda Merrigan, Facility manager and Leon MacIsaac, Town Manager.

1) Review minutes of the last meeting: The minutes of the March 11 meeting have not been approved by council.

2) New Business

a) Summer Recreation Program: There was discussion on if there will be a summer recreation program. Until we get to Alert Level 2 we will not know what the restrictions are.

b) Circus: The circus was scheduled to be at the arena July 6 the same day we are allowed to open but again with restrictions. What those restrictions will look like we will not know until we get closer to that date.

c) Building Update: The building has been cleaned top to bottom. Tony is working to complete a list of things that needed to be done.

d) **Staff Update:** There are three staff at the Bruce and the Come Home Year Coordinator. The administrative assistant is helping the maintenance person with painting and light maintenance duties.

e) **Canteen Services:** Rent has not been charged to the canteen operator as we closed down the building. Wanda has been in contact with her.

f) **Minor Hockey:** There was discussion on what the minor hockey program will look like in the Fall.

Insulation for Roof – Councillor Keeping noted during the Public Works Meeting today they had a brief discussion on the sections of insulation that are off the roof. He asked if we could get the Facilities Manager to check into this. The Town Manager advised that he had told the Facilities Manager to move forward with getting it replaced but he's not sure if she found the proper insulation. Mr. MacIsaac said he'll check with her in the morning.

Summer Program – Mayor Spencer said looking at some of the restrictions being placed on swimming pools and fitness centres for the next level he feels we are a long ways away . Mayor Spencer did not that at the UMC meeting this past Saturday it was noted MNL and FCM ae looking of getting funding to help municipalities through this transition.

It was moved by Deputy Mayor Strickland and seconded by Councillor Lane the Recreation Committee Report of May 7th, 2020 be adopted as circulated and discussed. MC Unanimously

Adoption of Minutes: It was moved by Councillor Battiste and seconded by Deputy Mayor Strickland the 1807th Regular Minutes of April 28th, 2020 be adopted as circulated and discussed. MC Unanimously

Mobile Speed Sign: Mayor Spencer asked about an additional mobile speed sign. The Town Manager said the price of a new radar sign is \$6,500.00 for the sign only. Mr. MacIsaac said it's up to Council whether they want to purchase another one or not.

Mayor Spencer said he is going to contact the RCMP to get a report on what they are doing in regards to speeding. The Town Manager said he can do a download of the times and areas along with speeds to provide to them. Councillor Lane said his concern is they are not patrolling like they were.

Request to Purchase Residence for Animal Shelter: Mayor Spencer said he sent a copy of a letter he received this morning from the Love of Paws Rescue but it was too late for tonight's meeting but we can talk about it tomorrow night or at a later date. Councillor Lane said as a point of interest we did loan out a space in our building to one group so now with this letter it goes to show the urgency on the need for additional space. Councillor Lane said we need to get

them out of our building let them purchase a building to accommodate them. Councillor Lane said we should put out to the public that we've been approached by this group.

Mayor Spencer said he has to disagree these people putting in this request are outside of our jurisdiction and he's very concerned because there are cats coming in from all over the Southwest Coast. Mayor Spencer said we offered them a solution of locating to Edna's Road but they are adamant they aren't going there. Councillor Lane said he begs to differ, he thinks there are animal rights activists all around. Councillor Lane said he's not saying we got to buy them a building but let someone who's willing to do this.

6B Knox Avenue: The Town Manager said he issued a noise and nuisance order and an order to clean up the property. We haven't had any more complaints about noise but it is still not cleaned up.

Cleanup Week: The Town Manager noted there is still some garbage out but they are back in the Grand Bay area tomorrow to finish what they didn't get.

Property Acquisition Hardy's Arterial: The Town Manager said they are still waiting on NLESD signatures and as soon as it's done they will send it right away.

Bruce II Complex Dehumidification System & Roof: The Town Manager advised we are waiting on some pricing back from local contractors for the extension on the pool. As well we received permission from Municipal Affairs & Environment to go out to tender ourselves for the dextron unit.

Councillor Keeping asked the Town Manager if he checked out the link he sent him for the roof coating. The Town Manager said he has sent this to Efcu and is waiting to hear back from them regarding using this. Councillor Keeping asked why we can't check this out ourselves as a contractor is not going to say its okay if it means they'll lose the business. The Town Manager said this was already checked out by him and the consultant with four companies.

ATV Trails: Mayor Spencer asked if we had any update on the ATV Trail. The Town Manager advised that Minister Parsons is going to provide an update from Minister Crocker. The Town Manager said the information was provided to Minister Crocker since April but to date we've received no response.

New Municipal Depot: Mayor Spencer asked about the tour of the facility for Council. The Town Manager said they are waiting on some major electrical components. The contractor is behind due to COVID-19, should be able to go over to view the facility by the middle of June. It'll be the end of July or early August before the outside components are complete.

Road Repairs: The Town Manager advised that the new asphalt recycler is in town. He noted the employees will need to have virtual training before it starts to get used around town.

Public Works Committee Report: Councillor Keeping presented the Public Works Committee Report of May 26th, 2020.

The Committee met at 10:00 am May 26th, 2020. Present were Councillor Keeping, Councillor Coffin, Councillor Lane and the town Manager. The following items were discussed and sites visited.

1. **Deteriorating Storm Sewer System In Vicinity of 82 LeGallais Street:** The Committee visited the area to assess the situation. The existing system was installed many years ago and is in a state that requires replacement. However, given the fact that a section of the system is located very close to #82 LeGallais Street residence, the Town Manager will reconsider rerouting the system if the cost is not prohibitive. The cost of rerouting in the street may require blasting which may cause bigger issues. The Town Manager will look at both costs before proceeding.
2. **Complaint Regarding Runoff Water and the Town's Storm Sewer System not Working Properly in the Vicinity of #11 Kettle's Lane:** The Committee visited the area and determined that the system is more than adequate to handle water runoff. However, it was determined that we may have to replace the asphalt street gutter with a concrete curb which will stop any water from the street going onto the private property. The Town Manager will visit the site during our next rainfall.
3. **Water Issues in Area of #6 Brook Street (Note – This Issue is in the area where Council have been dealing with the outstanding issue of damaged and replaced waterlines last year):** The Committee again revisited the area and it is obvious that water from the previous issues is still creating problems. Now there appears to be another leak in the system that may require rerouting a number of watermains in the area. Once this job is complete the Town Manager will contact the owner of the previous leaking watermain to determine if it is repaired. If it is not fixed we may have to disconnect the service.
4. **Grand Bay West Beach – Request to Ban Overnight Parking in the Parking Lot Area:** As you all recall Council met and discussed this matter with a property owner living on Kyle Lane last fall. During our Public Works Meeting the Committee had a very lengthy discussion on recent correspondence received from the individual. The following action items will be undertaken.
 - a.) The Town Manager will contact all residents living on Kyle Lane to ascertain their uninfluential views on this issue. Once this is complete he will report his findings to Council.
 - b.) The Town Manager will follow up on the status of the private developer's plans for R.V. parking within the downtown area;
 - c.) Council will hold further discussions during our planning meeting next week and decide on how we will proceed. Whether we will continue to allow overnight parking or ban it; or open up an area inside the fence for parking.
5. **Grand Bay West Walking Trail:** The Committee agreed that we will walk the trail within the next week to assess damages to the walking trail and develop a plan for repairs.

6. **Intersection off of Grand Bay West Road to Taverner and Smallwood Drive:** The Committee discussed this Item and recommends the Town Manager draft plans to improve this Intersection to improve traffic flow and safety. When completed this will be brought before Council for approval.
7. **Snow Push Off Area at Intersection of Hardy's Arterial and LeGrow Street:** The Committee recommends that any excess materials from street repairs on Cox Avenue and Carson Crescent be put on this snow dumping area to enlarge and upgrade it.
8. **Request to Locate a Granite Memorial Seat at the Entrance to the Grand Bay West Trailway:** The Committee recommends this be approved.
9. **Planned Visit to New Municipal Depot:** Councillor Keeping advised this had to be rescheduled.

The meeting adjourned at 12:00 noon

New Depot – Councillor Blackler said he'd love to go with the Public Works Committee to view the new depot. It was noted anyone on Council can come along on the tour.

82 LeGallais Street – Councillor Keeping said there was a question of a conflict of interest in this regard for Councillor Lane. It was clarified and determined there was no conflict of interest.

It was moved by Councillor Lane and seconded by Councillor Coffin the Public Works Committee Report of May 26th, 2020 be accepted as presented and discussed. MC Unanimously

Human Resources and Finance Committee Report: Mayor Spencer presented the Human Resources & Finance Committee Reports of May 21st and 25th, 2020.

Two Human Resources and Finance Meetings took place at 1:00 pm May 21st and May 25th, 2020 Mayor Spencer presiding. Present were Deputy Mayor Strickland, Councillor Coffin, the Town Manager and Town Clerk. The following items were discussed.

Long Term Debt Load: The Town Manager presented a copy of current debt load for 2020 and upcoming debt load for 2021. Discussion followed on the feasibility of taking on all of these projects.

2021 Assessments: The Town Clerk advised that she has received information that 99% of our residential values have dropped for 2021. The Clerk then proceeded to give Council a breakdown per category. The Town Clerk advised she doesn't have the data for our commercial assessments yet but will follow up with the agency.

Bruce II Sports Centre: Discussion took place on the amount of revenue we are losing with the Bruce II Sports Centre being closed. The Town's subsidy will have to increase due to loss of revenues.

Discount Date: It was recommended by the Human Resources and Finance Committee that the tax discount date stay at May 29th, 2020.

Lions Club District N3: Correspondence was received from local District Governor Elect Brad Clarke asking Council to place an advertisement in their 2020-2021 Directory.

The Committee recommends we take out a full page ad at a cost of \$120.00.

Children's Wish Foundation: Correspondence was received from the Children's Wish Foundation advising that the Annual Run the Rock Campaign by crew members of the Canadian Navy Frigate HMCS St. John's is uncertain for this year due to COVID-19 and asking for donations to be submitted via mail.

The Committee recommends we donate \$250.00.

Line Painting Tenders: Two tenders were received to do our annual line painting. The Committee recommends the tender be awarded to True Lines Pavement Markings as they were the low tender.

Tenders for Aggregates: Two tenders were received for the various aggregates we use in our annual maintenance. The Committee recommends the tenders be awarded to the lowest bid where applicable.

Property Auctions: The Town Clerk presented a list of eleven properties she is recommending we proceed to send out 60 day notice of intent to auction off as all means of collecting taxes have been exhausted and they are all vacant.

The Committee reviewed the list and recommends the Clerk proceed to send out the notices.

Commercial Assessments: The Town Clerk advised of information she had received from the Municipal Assessment Agency in regards to commercial assessment values. While there is a slight increase in some areas there is also a decrease in other areas for commercial properties. This will need to be discussed in further detail.

It was moved by Councillor Battiste and seconded by Councillor Keeping the Human Resources & Finance Committee Reports of May 21st and 25th, 2020 be adopted as circulated and discussed. MC Unanimously

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

2021 Annual Assessment: A memo was received from the Municipal Assessment Agency advising that our 2021 Assessment Roll was mailed on May 15th, 2020. The assessment notices for the 2021 Assessment Roll will be mailed June 1st, 2020.

The Town Clerk advised that 99% of our residential assessments were down.

Permit for Home Based Business 33 Cox Avenue: An Home Based Business Application was received from 33 Cox Avenue for permission to operate a beauty salon. The Town Manager advised this is a discretionary use and will require advertisement. Where there is no newspaper now we will have to circulate to the neighbours notice of intent.

It was moved by Councillor Battiste and seconded by Councillor Keeping that this be approved pending we receive no objections. MC Unanimously

Funding Approval Municipal Assessment Agency re Aerial Mapping: Correspondence was received from the Municipal Assessment Agency approving \$4,464.00 towards the cost of our aerial mapping we recently had carried out.

Adjournment: With no further business it was moved by Councillor Battiste and seconded by Councillor Coffin the meeting be adjourned at 6:40 pm. MC Unanimously


John Spencer
Mayor


Julia Ingram
Town Clerk