

Town of Channel – Port aux Basques
1825th Regular Meeting
June 15th, 2021

The 1825th Regular Meeting convened at 6:00 pm Mayor Spencer presiding. Present were Councillors Battiste, Blackler, Coffin, Keeping and Lane. Also present were the Town Manager, Economic Development Officer/Recreation Director and Town Clerk.

Mayor Spencer asked for a moment of silence for Cst. Sheldon Patten of the RCMP who was recently killed in the line of duty.

Mayor Spencer read out a proclamation declaring June as Recreation Month.

Economic Development Committee Report: Economic Development Officer Shauna Strickland presented the Economic Development Committee Report of May 19th, 2021.

In attendance: Councillor Keeping, Councillor Strickland, Counsellor Battiste, Town Manager, Leon MacIsaac, EDO, Shauna Strickland.

1) Review minutes of the last meeting. The minutes of the May 5 meeting have not been approved at a council meeting.

2) Business Arising from Minutes:

a) ATV Route: There was discussion on the ATV route and the proposed route for in town access. A list of streets was discussed. There was discussion on installing the Flashing Red Light.

b) Industrial Facility: Discussion took place on issuing a request for proposals for the industrial facility. Work is on-going to access the crown land next to the facility. This is on-going.

3) New Business

a) JCP Grant- Two JCP applications have been approved, one for the grand bay west trail for six participants for 20 weeks and one for downtown development for three workers for 12 weeks.

b) Market Location: There was discussion on sitting up a location so vendors can have a space to go that is already set up for them. The proposed location is the Railway Heritage Museum.

c) Opening Railway Heritage Museum: It was agreed the museum would be permitted to open as long as all guidelines are followed.

d) Scott's Cove Park: It was agreed that the kiosks could operate as long as the vendors ensured social distancing and all health regulations are followed. With current regulations hosting live music will not go ahead at this time.

- e) Envirofest Grant: An application was submitted to Envirofest to access funds for the grand bay west trail.
- f) Cultural Space Fund: An application was approved to install three heat pumps at the Railway Heritage Museum.
- g) Community Garden Grant: An application was approved to purchase crush stone for the community garden site.
- h) Meeting with Consultant on Urban Caucus: The EDO participated in a conference call to discuss a support system for economic development workers.

4) Other Business

The public works committee will visit the grand bay west parking lot to discuss another extension this summer.

ATV Route – Councillor Keeping said this is also in the Public Works Committee Report. We need to get this moving forward. Councillor Keeping asked when is this supposed to start. He would like to have the light and signage installed first. The Town Manager said Council has to adopt the ATV route first. Councillor Lane said if and when this is passed we will need to publish a diagram of the route.

JCP Grant – Councillor Lane asked if one of the downtown areas is for over on Baird Street. Mrs. Strickland said it will be done. She noted there are some changes as we were approved for six people but we got less participants for more weeks.

Market Location - Mrs. Strickland said she has made contact with Bruce Billard's department and has an application submitted. Mrs. Strickland asked the Town Clerk that when people are coming in for their permit could they be directed to the Train Site. The Town Clerk advised we are already doing this. Councillor Keeping said in conversation with the MHA he is just waiting to see the application to approve it.

Sods – The Town Manager said just as a note with regards to getting sods this year the vendor in the valley is not doing it, the vendor in St. Davids won't deliver therefore we'll need to go get them ourselves. Mr. MacIsaac said he is currently negotiating the price. Councillor Lane said you may have to go a little further to get them.

It was moved by Councillor Battiste and seconded by Councillor Lane the Economic Development Report of May 19th, 2021 be adopted as presented and discussed. MC Unanimously

Recreation Committee Report: Recreation Direction Shauna Strickland presented the Recreation Committee Report of May 20th, 2021.

The Recreation Committee met May 20th, 2021. Present were Deputy Mayor Strickland, Councillors Coffin and Blackker, the Town Manager, Facilities Manager and Recreation Director.

1) Review minutes of the last meeting: The minutes of the March 11 meeting were adopted by council on March 30, 2021.

2) Business Arising from Minutes:

a) Employee Agreement: The employee agreements have been signed.

3) New Business

a) Canada Day Grant: The Canada Day grant has been approved. Events will be planned around the current alert level.

b) Gateway Village Students: 10 positions have approved. They will be used to run the summer recreation program. The town has advertised for two additional positions to carry out lawn work and to plant shrubs.

c) ParticipAction Grant- Fun Run: An Inclusive community run is being hosted on June 24 at 6 pm starting at the Bruce II Sports Center.

d) Weekly Camp: It is being recommended we host weekly camps allowing 18 kids to participate each week. Every week a new group of kids will be enrolled, allowing us to accommodate 126 children for 7 weeks. This will allow us to offer a small scale program while ensuring health and safety is priority.

e) Bus Shelters: There was discussion on painting the bus shelters to include cartoon characters. Shauna will look into possible funding opportunities.

f) Opening of Public Washrooms: It was agreed that public washrooms would open in the near future.

g) Facility Update: Work is being completed on the dextron unit, the roof is still causing issues, and the town manager is working with Fundamentals Inc to submit another green proposal.

4) Other Business

There was discussion on Tidy Towns and if that program is still running.

2. a) Employment Agreement – Councillor Keeping said he'd like have a copy of the agreements so he could read them. The Town Manager advised you can come in the office to review but they are not to leave the building.

3. d) Weekly Camp – Mrs. Strickland advised since this meeting things have changed and you are only allowed to have groups of sixteen (16). She noted registration is this Monday. Councillor Lane asked if this program is for Port aux Basques and surrounding area. Mrs. Strickland said Port aux Basques as the other communities have their own programs or the ability to apply for funding for them.

3. e) Bus Shelters – Mrs. Strickland note these will be cleaned out and painted. Mayor Spencer said we used to close them up in the summer. Mrs. Strickland said it will be done this summer.

3. g) Facility Update – Councillor Lane asked what part of the roof is leaking, the new part? The Town Manager said no not the new section. The Town Manager noted every time the wind blows and it's raining we get leaks. The wind lifts the rivets. Councillor Lane asked what are we doing about this. The Town Manager said now that the contract is finished for the addition to the building we are waiting on the Province to get the tender out for the Dextron unit. Mr. MacIsaac said in regards to the roof he has a company from Stephenville coming out again who previously identified issues with the roof. This company will give us the full cost to replace the roof as it is twenty-five (25) years old. The Town Manager noted he expects they'll be out this month but he will check again. Mr. MacIsaac said he has also applied for a green proposal for the exterior of the building so this along with the 1.4 million we have for the Climate Change Project should be able to refurbish the entire building.

Tidy Towns – Councillor Coffin said it seems like a couple of months ago he read about Tidy Towns on an MNL newsletter and he was also wondering if the program is still running. He said apparently there are not enough towns interested. Councillor Blackler said the last council said if the town is not cleaned up there's no point in participating.

It was moved by Councillor Lane and seconded by Councillor Coffin the Recreation Committee Report of May 20th, 2021 be adopted as presented and discussed. MC Unanimously

Adoption of Minutes: It was moved by Councillor Lane and seconded by Councillor Battiste the 1824th Minutes of May 19th, 2021 be adopted as presented and discussed. MC Unanimously

For the Love of Paws Rescue: The Town Manager advised he gave the group a number of different emails and explanations of what needs to be done. They are saying they don't understand it. Mr. MacIsaac said previously their request was site specific but now they want to put it under a certain zone which will open the door to more opposition and make the process longer.

Councillor Lane asked if the information was sent to them for the Rogers building. The Town Clerk said she had sent it several weeks previously but received no response. Councillor Lane said we have land in the industrial park can't we accommodate them for seacans.

The Town Manager said they need to identify a site and let us know. It is better to do spot zoning which takes less time. Mayor Spencer said it's a more costly venture when you are looking at services.

Councillor Coffin said what puzzles him is in Stephenville they have two shelters, the one across from dominos on Main Street has been there for years. Why can't we do the same?

The Town Manager said they were allowed to exist there because they provided veterinary services but they are now relocated to the industrial zone, the same as the one in Corner Brook.

Councillor Coffin said so if a veterinarian was in this area they could buy the house.

The Town Manager said it could go in the industrial area if there was a veterinarian there that doesn't have to be full time. The Town Manager said in the rural zone it's discretionary but permissible. Mr. MacIsaac said the town does have land in the industrial park, Hopedale Avenue and Grand B ay West Road.

Councillor Lane said we could use a shelter. Councillor Keeping said we definitely need to find ways and means to accommodate a shelter. Mayor Spencer said he agrees the need is there and we should help to accommodate. Councillor Keeping said Council holds the reins we can put in any zone as a discretionary use. We need to try to find ways and means to accommodate whether it's now or the next Council.

The Town Manager said the commercial land use zone in the industrial park is zoned for vet services.

Mayor Spencer said he approached a local business man in the industrial park about some of his land but he's not interested.

The Town Manager said a lot of those properties in the industrial park are 1 hectare and they would only need 5000 sq. ft. to build a shelter. Also the service stubs are already in.

It was agreed that the Town Manager will look into land in the industrial park and come up with some ideas.

Mental Health Awareness: Councillor Blackler advised they have three different days of events planned. He said the Town Clerk provided him with items that they will use to give to the students.

Warren's Road: Councillor Keeping asked if we had received any update. The Town Manager said department staff indicated it will be late July before we hear anything, same as last year.

2021 Municipal Capital Works: Mayor Spencer said he received one complaint from a resident in the area who felt the contractor should have given them a plan on when they would start and finish.

Councillor Lane asked how the work is progressing.

The Town Manager said they should be finished by the third week of July.

Provincial Weigh Scales: Councillor Keeping said the lights are all working. The Town Manager said he knows we received a response back on the positions but we need to write the Minister back to clarify if it's seasonal/part-time.

ATV Route: The Town Manager noted we will have the light installed. We will put a picture board in the paper so people can have a visual of the route.

Councillor Keeping asked the Town Clerk if we need to put a bylaw in place or amend our traffic regulations. The Town Clerk will check this out.

Industrial Facility: The Town Manager provided a quick update. The Request for Proposals (RFP) is due to close June 23rd. It was advertised in the paper and online for persons interested in this for economic development.

The Town Manager said he forgot to mention as well that the land adjacent to the building is Federal property however he has been speaking to one of their representatives and they have no problem with signing it over to us. Councillor Keeping said make a call to the MP. The Town Manager said we can convey this to the successful bidder at a later date.

Affordable Housing: The Town Manager said he is still waiting on NLHC. He noted we've given them everything they asked for.

The Town Manager noted that this project has to be finished by March 2022. It's been three weeks since the project was initiated.

Trans Canada Highway: The Town Manager said the contractor is finishing up in central. They are scheduled for mid-August to do Route 46 and 47 in the Codroy Valley, and the TCH from Cape Ray to North Branch River.

Adoption of Special Minutes: It was moved by Councillor Battiste and seconded by Councillor Lane the Special Minutes of June 8th, 2021 be adopted as presented and discussed. MC Unanimously

Councillor Lane said he feels that twenty nine (29) officers in Stephenville area compared to six (6) in our area is ridiculous.

Mayor Spencer said he has been doing some follow up from this meeting. He talked to Superintendent Cook yesterday about getting some initiatives on the go. Mayor Spencer said he still feels we need more policing. He would also like to see the meeting include all municipalities on the South West Coast. Superintendent Cook is willing to come out to meet with everyone and we can include the LSDs as well.

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

76 Regional Street re Issues with Water Stop and Driveway: Correspondence was received from the owner of 76 Regional Street indicating her displeasure with the Town for lack of assistance in dealing with her water stop and the promised repairs to her driveway not being done five or six years ago. It was noted the Public Works reviewed this and has it in tonight's report.

Municipal Assessment Agency re Valuations for 2022: Correspondence was received from the Municipal Assessment Agency advising of valuation changes to our 2022 Assessment Roll and advising that our total taxable value changed by -6.3%.

Minor Baseball Foundation 2021 re Donation: Correspondence was received from the aged 7-9 Minor Baseball Foundation requesting a donation to their program.

The Town Clerk explained that there is another minor baseball group for ages 10+. Each year we provide them with some baseballs, however we did provide them with some start up equipment up to a value of \$400.00. As well this group provides players to do up our annual cleanup and we pay them the same as we would the students.

The Town Manager said he'd like to make a suggestion because we are always looking for people to clean up and we could pass out ballots for every bag of garbage to be entered in a draw for a prize.

Councillor Lane said he feels it's great to help them get started up, great to see kids this age getting involved. He also said he feels since it's their first time we get them started and then provide them with other options.

Councillor Blackler said the problem is there are three (3) groups that do very little sharing. If the Town could provide a set of gear and provide them with access to the ball shed it would be great. He said as well in future if the Town is providing equipment the three groups should share it and if each group paid a nominal fee to the Town each year it would help cover the cost of these purchases.

The Town Clerk was instructed to contact them to see what their needs are.

It was moved by Councillor Lane and seconded by Councillor Coffin we purchase the required equipment to help this league get started up to a maximum of \$400.00. MC Unanimously

10 Carson Crescent Request for Extension of Curb & Sidewalk: Correspondence was received from the owner of 10 Carson Crescent requesting to have the sidewalk and curb extended past his house. It was noted the Public Works Committee reviewed this and has it in tonight's report.

6 White's Road re Sewer Backup Issues: Correspondence was received from the owner of 6 White's Road complaining about the continuous sewer backups he has on his lawn and driveway. It was noted the Public Works Committee reviewed this and has it in tonight's report.

Public Works Committee Reports: Councillor Keeping presented the Public Works Committee Reports of May 25th and June 10th, 2021.

The Public Works Committee met on Monday, May 25, 2021, at 1:00 p.m. Present were Councillors Keeping, Lane, and the Town Manager. The following items were discussed and sites visited:

1. **Correspondence from last Council meeting regarding concerns over street signage and marking:**
 - a. Water Street West – Install larger-stop sign, along with proper street markings.
 - b. Charles Street Intersection – Install street markings and concave mirror on opposite side of street from Charles Street.

- c. **Grand Bay Intersection** – Install the proper street markings as proposed by the former R.C.M.P. traffic control. Also move the stop sign at the intersecting road from Grand Bay West. Note before the street markings are installed by the contractor, the Town Manager will visit the site with contractor to reassure it's installed properly.
2. **Correspondence From 62 Grand Bay Road** - The committee visited this site and it was evident that there needs to be some improvements in the slope of the street to address the runoff from the street onto the property. Also, a small catch basin on the opposite of the street in front of the Fire Hall driveway would take care of the water build up. The Town Manager will investigate the drainage system inside of the sidewalk and make improvements to the drainage pipe if necessary.
3. **Grand Bay West Beach Parking Lot Area** – The Committee visited to assess the parking area and the entrance gate to the beach which was significantly eroded throughout the winter. We recommend that steps be taken to repair the entrance to the beach, during the work project which will start within the next week or so. Also, the Town Manager will arrange to have a section of the parking lot fence adjacent to the kiosks and washroom move back 30-40 feet to accommodate filling for additional parking.
4. **A.T.V Trail Light** – The Committee visited the entrance off the T.C.H to Port aux Basques to determine the location for A.T.V warning light and the A.T.V path from Tim Horton's A.T.V ramp to the light. This path will be highlighted, and signs installed. This will need to be completed before implementing the A.T.V strategy.
5. **Grand Bay West Subdivision Intersection** – The Committee discuss this project and the Town Manager advised this will be done during this construction season.

The Public Works Committee met on Thursday June 10, 2021, at 1:00 p.m. Present were Councillors Keeping, Coffin, Lane, the Town Manager and Mayor John Spencer. The following items were discussed and sites visited:

1. **Town Manager presented a number of pieces of correspondence address to council:**
 - a. Letter from Resident on 76 Regional Street (water stop and driveway issues).
 - b. Letter from Resident on 6 Whites Road (water and sewer issues).
 - c. Letter from Resident on 10 Carson Crescent (requesting a curb extension on Carson Crescent)
 - d. Request from Resident on 10 Regional Street for asphalt and water issue in front of their driveway Town Manager have dealt with some of these issues and have been resolved. Other information reported on during today's meeting.
2. **Baird Street Lookout Area** – Town Manager will arrange to have granular fill place in this area. Shauna will have a seat/part table placed in the area there after.

- 3. **Snow Clearing Push off Area** – As following to earlier discussions on snow clearing, the committee visited two areas and discussed possible improvements to help in our snow clearing effort well be discussed on our regular meeting.
 - 1. a) 76 Regional Street – Councillor Keeping said she is not correct about her driveway. The Town Manager noted that the Town has a service linethe needs to be address while we are there to fix her water stop. Councillor Lane asked the Town Clerk to see if she can find out when the work was done for sewer installation. The Town Manager said If it was before 2005 we should not be expected to do her driveway now.
 - 1. b) 6 White’s Road – The Town Manager noted the water issue is fixed. Mr. MacIsaac said he will investigate with staff but records indicate there are no recent visits to the area regarding sewer issues.
 - 1. c) 10 Carson Crescent – The Town Manager said he was already talking to the resident and advised him this will be done.
- 3. **Snow Clearing Push Off Area** – The Town Manager said one area they looked at is where the excavator was this year off LeGrow Street. We are going to widen up this area and slope it down. The other suggestion is on Bay Street due to the distance we have to travel to push off, we’ll fill in an area towards the back of the dog park so the operators can push off there to save time.

Councillor Keeping said he apologizes but he forgot to put one item in the Public Works report. We had a request from the resident of 128 Grand Bay Road to purchase a 10’ right of way the Town owns next to her property. We have this right of way in place to access our sewer system which goes along 122 Grand Bay Road. The resident at 128 Grand Bay Road is purchasing property at 130A Grand Bay Road and this right of way is in the middle of the two properties. The Committee suggest we exchange this parcel of land with a parcel at the end of the property she is purchasing. The Town Manager noted there is a piece of crown land adjacent to 122 Grand Bay Road that we can claim to put an access there as well.

It was moved by Councillor Battiste and seconded by Councillor Lane the Public Works Reports of May 25th and June 10th, 2021 be adopted as presented and discussed. MC Unanimously.

Fire Department Report: Councillor Blackler presented the Fire Department Report of June 2nd, 2021.

Members In Attendance: 28

Councillor(s) In Attendance: 2 (Blackler and Battiste)

New Items:

- Minutes of the previous meeting were reviewed and accepted
- Smoke House: The department will look to have the site work started in mid-late June

- Social Hall - Still staying closed but will be revisited in the near future
- JAWS: Training night before the end of summer
- Recap on the oncall system.
- First Aid Course set for June 11th, 2021 (13-18 guys)
- Two members have left the department. Retirement of Jim Ingram and the resignations of another member
- Driver/Operator Course has started
- SOP/SOG is finalized and distributed to the membership
- Ideas for fundraisers are being discussed
- There were some issues accessing the Town Site for refuelling. This has since been corrected.
- There was an election of officers.
 - Gary Sparks: Captain
 - Steve Drover: Lieutenant
- Inspections of vehicles: monthly in-house checks Inspection are needed currently as the department is now behind
- Questions have been submitted to the Town Manager and Town Clerk in relation to a number of items the members are currently dealing with.


First Aid Course - the Town Clerk advised the First Aid Course did not happen as the materials were not received. The request to order them didn't come until the week of the training.

Questions – the Town Clerk said she has responded to two of Councillor Blackler's questions but is waiting for a response on the other one which she will forward upon receipt of same.

Update on Current Projects: The Town Manager provided an update on the current projects happening.

- TCH paving contract – Cape Ray to North Branch River the contractor is expected to be on site mid-August.
- New Marine Atlantic Building, Hardy's Arterial – Bursey's Excavating has the contract for site preparation at 1.5 million. The building might not be started in the fall It might be in spring.
- Grand Bay Road, Cox Avenue and Carson Crescent – this work is expected to be completed by mid to end July.
- Valley Pharmacy, Hardy's Arterial – they are in the current construction of Phase I.
- RFP for interest on the former TJ Hardy Fish Plant has been advertised.
- RFP for interest for new siding and roof on the Grand Bay West Building has been put out.

Adjournment: With no further business it was moved by Councillor Battiste and seconded by Councillor Lane the meeting be adjourned at 7:50 pm. MC Unanimously


Todd Strickland - Deputy Mayor

Sr
John Spencer
Mayor


Julia Ingram
Town Clerk