

Town of Channel – Port aux Basques
1843rd Regular Meeting, September 6, 2022

The 1843rd Regular Meeting of Council convened at 6:00 pm Mayor Button presiding. Present in Council Chambers were Deputy Mayor Andrews, Councillors Davis, Strickland, Lane, Keeping and Ingram. Also present were the Town Manager and the Town Clerk.

Mayor Button started the meeting by thanking and congratulating the Come Home Year Committee and all the volunteers for a great time during all the events for Come Home Year.

Adoption of Minutes: It was moved by Deputy Mayor Andrews and seconded by Councillor Lane the 1842nd Regular Meeting of Council be adopted as presented and discussed. MC Unanimously

Business Arising from Minutes:

Multi-Purpose Court: The Town Manager advised the paving company is in our area this week so the court will get paved. Fencing around the court will also be fixed.

Marine Atlantic re Cost Recovery: Mayor Button advised he is hoping to get in contact with Minister Hutchings office to talk more on this item.

Community Market: The Mayor said the roof of the Community Market is complete but signage will need to be installed at the site. The Mayor asked about the permit process. The Town Clerk advised that when a permit is issued they are instructed that they must set up in this new Community Market location in the Museum parking lot. The Town Clerk also advised that the Legion may need to be informed about the new location in case they are approached by a vendor to sell from the Memorial Site parking area.

Tender for Salt Shed: The Town Manager advised that he is waiting for two more bids to be submitted to the office. The tender is closing the end of this week.

Raw Materials and Supply Chain Update: The Mayor noted that the crosswalks are done. The Town Manager advised that the paint supplies that we ordered last year were shipped from Montreal today.

RCMP: The Mayor spoke with the local RCMP recently and advised them that Council would like to have a meeting with their local staff after the summer to keep a good relationship between the Town and the RCMP.

Government of Newfoundland & Labrador – Environment and Climate Change: The Mayor asked for an update. The Town Manager advised electrical work and the installation of the heat pumps in the Fire Hall would be started next week.

Letter from residents of Grand Bay West: The Mayor asked if any data has been collected from the speed signs. The Town Manager advised that the data so far shows driving is prominently above the speed limit. The Mayor noticed that people are slowing down though as soon as they get to the signs. The Deputy Mayor asked if we could implement a speed reduction for this area. The Town Manager will print off the data for the Public Works committee to review.

Letter from resident of Kyle Lane: Mayor Button advised that Council will have a discussion on this after this Council meeting.

12 First Avenue: The Mayor asked if this property has been cleaned up? The Public Works committee will visit this property in their next meeting.

Healthcare: Mayor Button advised more meetings are planned this month.

Correspondence:

It was moved by Councillor Strickland and seconded by Councillor Ingram the correspondence be accepted and dealt with where necessary.

Letter from Residents of Mouse Island regarding slipway: A letter was received from local residents in the Mouse Island area asking for repairs and improvements to the slipway / harbour shoreline. Correspondence was received a couple of years ago regarding the repairs to the same area. There was an agreement in place several years ago that when work was done in this harbour area that the residents would maintain the upkeep of stages. Public Works will review the area and revisit the previous agreement and correspondence.

Councillor Strickland asked about a possibility of a marina area that was discussed for development in the past. Councillor Keeping advised that Charles Street was considered years ago but when an application was submitted to Department of Fisheries and Oceans it was not approved. Deputy Mayor Andrews advised that a resident of the Grand Bay area will be submitting correspondence for the next meeting regarding harbour development at the Little Bay site.

Letter from the Royal Canadian Legion: A letter was received from the President of the Royal Canadian Legion requesting that water lines under the legion building be removed. When the Legion committee recently did some repairs on their water lines, water in a number of houses around the Legion building also lost their water. Public Works will visit the site to review.

Letter from Fire Services Division of the Provincial Government: A letter was received announcing approval of funds to purchase two new Bunker Clothing (Jackets & Pants) and two new Helmets. Our Fire Chief was given a copy of the letter so he can get quotes.

Letter received from a resident of Knox Avenue: Letter received regarding a request to repair a storm drain on Knox Avenue. This resident submitted a letter recently as well but it has been an issue of getting asphalt to do this repair. Now that we have asphalt coming this week it will get repaired.

Letter received from Resident of Citadel St regarding water lines: A letter was received regarding waterlines that are in her basement that belongs to her neighbours and would like them moved. Public Works will review these waterlines and report back to Council with a recommendation.

Email received from the Kids Eat Smart Foundation NL Radiothon: An email was received requesting a donation to the Kids Eat Smart Foundation NL Radiothon on Nov. 2, 2022.

It was moved by Councillor Lane, seconded by Councillor Davis that \$100.00 be donated to each St. James Elementary and St. James Regional High for the Kids Eat Smart program. MC Unanimously

Letter received regarding a property on Water Street West: A letter was received from a resident requesting an application for variance for a property located on Water Street West. This variance was requested for the building of a new house. The variance closes this week; so far there have been no inquires on the advertised variance.

Email received from resident of Regional Street: An Email was received regarding an addition that was built on her house in 2011 that is partly on her neighbours land. She put her house on the market to sell but was approached by her neighbour that part of her house is on their land and would not be able to sell her house until that was rectified. The Town Manager advised that this will require a visit by Public Works. A permit was issued in 2011 to do the extension but what was built may be different than what was submitted and approved on the permit.

Letter from Minister of Intergovernmental Affairs, Infrastructure and Communities: A letter was received announcing approval in principle for the Bruce II Sports Complex for Energy Efficiency Upgrade in the amount of 2.3 million under the Green and Inclusive Community Buildings program. The Town Manager advised this funding is for energy efficiency which includes roof, windows and doors to increase the efficiency of the building.

Email from a resident of Regional Street regarding an industrial fuel truck: An email was received regarding an industrial fuel truck parking in a residential area. It is creating a safety and environmental concern. The Mayor said he felt that large industrial trucks should not be parked in residential areas. The Town Manager will send a letter asking the truck to be parked elsewhere along with the regulations on this issue.

Letter from a resident requesting to operate a business: A notice was received from a local resident stating that she will be taking over Material World in the Grand Bay Mall. The Mayor was please that a young person was able to take over this business.

Email received from a resident requesting to operate a business: An email was received from a local resident requesting a business permit to operate a new business in the new Earl's Place on Hardy's Arterial. The Mayor said this is another positive story that a former resident was able to move home to start up a business.

A letter was received from a resident of Smallwood Drive: a letter was received requesting the Town to consider designating a permanent place in town to install parking poles. The Public Works Committee will look at an area to set this up.

An email was received from Municipal and Provincial Affairs: An email was received regarding the roll out of the Code of Conduct that all municipalities have to participate in and develop for councillors and staff. Some councillors already sat in on an information session for this and all municipalities in our area will be invited to do more sessions in the near future.

Letters received from Dept of Transportation and Infrastructure: A letter was received advising of approval of funding for the Grand Bay West Watermain Replacement and Dennis Road Water Supply Booster Station. These projects will likely be started in the early spring of 2023.

Letter received from Aguathuna Drafting & Consulting regarding Brook St & Warren's Rd / Matthew's Rd projects: A letter was received regarding project cost and a recommendation for council to decide on. However the Department of Transportation and Infrastructure requires a specific motion of council before proceeding with these projects. Council will need to discuss further and inquire with this government department for clarification of the funding breakdown.

A permit application was received from a business owner on Grand Bay West Rd.: A permit application and variance application was received to build an addition on a building that requires a variance review. The variance application requires notification to be advertised for 2 weeks and if no one has any concerns then the permit can be issued.

New Business:

Economic Development Committee Report, August 25, 2022 - In attendance: Councillor Todd Strickland, Councillor Keeping, Mayor Brian Button, EDO-Rec Director, Shauna Strickland and Town Manager, Leon MacIsaac

1) Review minutes of last meeting: The minutes of the May 2 meeting were adopted by council on May 23.

2) Business Arising from Minutes:

a) NiCor Production: The committee reviewed the footage that was provided, there were a few recommendations. Shauna will follow up with NiCor.

b) Community Market Update: The site is near completion, the metal roof was installed and the ATV access route was also defined during the construction of the market site. There was discussion on the permit process, it was agreed that the site location will need to go on the permit. Shauna will inform the staff.

c) Regional Trail Project: Things are progressing, there were two proposals received during the EOI process. They are being reviewed by a committee and a recommendation will be made.

d) CHY Update: The event was successful despite the challenges the committee faced. The financial details are still being compiled. An update will be provided for the next meeting.

e) Scott's Cove Park Update: Renovations are still on-going and will move into the fall. The flags that were ordered for around the park were not completed in the timeframe we anticipated. It was agreed they would not be installed this year.

f) Energy Company: A discussion took place regarding the public presentation by an energy company exploring the west coast as a potential site for a green energy project.

g) Request to Jillian Skinner: Correspondence was sent to Department of Energy, Industry and Technology regarding the industrial facility.

h) Adopt a Spot: There were four sites adopted by local residents. It was agreed that a different approach needs to happen in 2023 to try and get these sites occupied. In the past tenders went out seeking interest from people looking to take this venture on but interest over the past few years have not been there. It was suggested that maybe the contract can be split up and divided into two or three contracts.

i) RV Park: The local RV Park is open and ready for business. It was agreed that the owner will need to install signs at key locations throughout town.

j) Grand Bay West Trail: Maintenance is on-going. The electrical hook-up is complete, the license to occupy has been received and trail maintenance is on-going.

3) New Business

a) CEEP Grant: An application for funding under the Community Employment Enhancement Program was submitted for improvements at the Bruce Arena.

b) Grand Bay West Future Development: There was discussion on possible business ventures for the grand bay west area.

c) Exit Sign: The sign was developed and printed but have not been installed.

d) Re-Discover Main Street - A request for funding application came out for a new program with a quick turnaround. The funding was geared towards program development along the downtown. An application was submitted to set up a bike lending program, an outdoor recreation series, and musical entertainment.

e) Natural Infrastructure Fund: Leon has been in contact with the consultant who will submit an application on our behalf.

f) Senior Housing Update: There was discussion on the application process. Shauna will reach out and gather some information on this process.

g) Vacant land: There was discussion on the EOI for vacant land near the daycare.

4) Other Business

There was discussion on arranging a meeting with John Osmond to discuss the plant operations.

There was discussion on the slope seating that is being developed across from Scott's Cove Park.

Shauna discussed the need to hire someone for 14 weeks during the summer to operate the park. Having a consistent person will help things run more efficiently. Shauna will prepare some info for the next meeting.

There was discussion on the harbour development and the need to get the MPs from NL and Goudle Hutchings together for a meeting to discuss the importance of the harbour. Leon will arrange a meeting.

The Mayor noted that the flags for Scott's Cove Park were not related to Come Home Year and since it was the near the end of the summer season it was decided not to put these flags up until the beginning of the next summer season.

The Mayor said that there has been a lot of talk about energy companies and hopefully it will be a positive thing for the town as we participate in discussions.

Councillor Keeping said in regards to the Harbour Development he has been talking to our MHA who will try to arrange a meeting with the MPs in light of the interest in our area from these energy companies.

Councillor Lane said that there are some payments and invoices still to come in for Come Home Year but will give a report as soon as possible.

Mayor Button said that having someone at Scott's Cove for 14 weeks should help improve that experience for the performing bands and the tourist. The Mayor also spoke about our growing green space in our town. It is getting difficult to keep all the green space mowed over the summer and we need to look at creative ways to get it all maintained.

Councillor Davis suggested asking if the teams using the fields could do the mowing as a way to raise funds for their sports trips.

It was moved by Councillor Lane and seconded by Deputy Mayor Andrews that the Economic Development Committee Report be adopted as presented and discussed. MC Unanimously

Recreation Committee Report, August 29, 2022 - In attendance: Councillor Todd Strickland, Councillor Gwen Davis, Deputy Mayor Mark Andrew, Recreation Director / EDO, Shauna Strickland, and Operation Supervisor, Tony Tulk.

1) Review minutes of last meeting: The minutes of the last meeting were adopted by council.

2) Business Arising

a) Aquatic Update: The lead life guard / day position has been filled. The evening guard position is still being advertised. It was agreed that we would utilize the lead guard during the day time and continue to use the students for the evenings.

b) Gym Program: A series of open houses were held at the fitness center in partnership with Michelle Barter who was on hand to assist people and chat about the equipment. It was a great opportunity.

c) Honouring Patrons: This will be done in the fall.

d) Canteen Contract: The expression of interest for the canteen closed and interviews will be conducted this week. There are four applicants.

e) Summer Sport Program: The program was a great success.

f) Multi-Purpose Court: There was discussion on the work completed to date, the two nets were removed and replaced with chain ones and since that time both have been broken, a picnic table was put there and was broken. There was discussion on the pavement and how it is in good condition and should not be removed.

3) New Business

a) Request from Minor Hockey: There was a request from minor hockey to put the ice on as early as September 19. This was discussed in great detail and it is being recommended that the ice be available on the last Friday of September for the 2022-2023 ice season, and all seasons thereafter.

b) Training for Aquatic department: It is mandatory that all guards be trained under the Lifesaving Society by the New Year. Wanda Merrigan will be hired to conduct this training with our staff.

c) After School Program: There are over 30 people interested in the after school program. The program will be run by Megan Clark, the recreation student hired under a work term for 15 weeks. The program is \$10 a day five days a week from 3:00 to 5:30.

d) Megan Clark: Megan is studying recreation and will be a part of our team for 15 weeks at the Bruce Arena.

e) Correspondence re ice: An inquiry was made regarding the roof and if the leaks were repaired. A follow up response was sent back to the individual.

f) Recreation NL Conference: Tony and Shauna will be attending the Recreation conference in Gander from October 13-15. Todd is also interested in attending.

4) Other Business

There was discussion on the helmet policy and the need to ensure it is promoted and enforced. There was discussion on an incident during a final game last year. It was agreed that posters would be put around the rink and in the dressing rooms stating the policy. It was also agreed that minor hockey should make visiting teams aware of the policy and the stadium will make regular announcements during the games reminding people to follow rules and regulations.

There was a discussion on repairs needed to the sound system at the arena. Shauna will be looking into this.

There was discussion on lighting over the bleachers.

There were additional safety measures implemented for the operators in regards to the propane use. We have installed detectors in the back room, hand-held devices were purchased for the operators, and an eye washing station was installed in the Zamboni room.

It was moved by Councillor Lane and seconded by Councillor Ingram that the Recreation Committee Report be adopted as presented and discussed. MC Unanimously

Public Works Committee Report, Friday, August 19th, 2022, at 9:00 am - Present were Councillors Ingram, Keeping, Lane and the Town Manager. There were a number of items tabled for discussion and sites visited:

1. We first discussed a Human Resources issue for clarification and Councillor Lane agreed to bring it forward during their next meeting.
2. **Parking at Scott's Cove and the current Development at the Old Skylab Property** – After lengthy discussion and a site visit, it was agreed that Councillor Keeping would raise the issues at our next Economic Development Committee Meeting.
3. **Concerns on Crosswalks and Road Repairs in the Vicinity of Sunset Drive and Allen's Road that were raise by a resident during our last regular meeting** – The Committee visited the area to investigate. The Town Manger will take steps to properly address these issues.
4. **52 Main Street** – Letter regarding the Condition of the road in this area. The Committee visited the area and it's clear the access road to this area is difficult in the best conditions. The Town Manger will take steps to improve the condition of the road.
5. **Request for a location to place a memorial bench along Marine Drive** – The Committee visited the area and selected a location. The Town Manager will contact the resident to determine if it's suitable.
6. **Hardy's Arterial, Possible area for future Commercial Development** – The Committee suggest we meet following our regular meeting to discuss the Public Works Committee findings.
7. **Grand Bay West Causeway - NL Power proposed pole installation** – The Committee visited the area to confirm that the recent poles that were installed allows for a future sidewalk. We have to assure that the remaining poles to be installed also allows enough room because without additional infilling the present backfill by the Town won't accommodate a pole and sidewalk.
8. **20 Water Street West - Residents request for 10% Variance to the Zoning Regulation for setback requirements** – The Committee met with the resident to discuss their development. The Town Manger proceeded with the advertisement; the resident is responsible for the ad cost.
9. **We also visited a number of other sites concerning projects we have previously approved** – Also we identified a number of violations which the Town Manager will follow up with the individuals involved.

It was moved by Councillor Davis and seconded by Deputy Mayor Andrews that the Public Works Committee Report be adopted as presented and discussed. MC Unanimously

Adjournment: It was moved by the Councillor Lane and seconded by Councillor Strickland that with no further business the meeting be adjourned at 7:35 pm. MC Unanimously



Brian Button
Mayor



Nadine Osmond
Town Clerk