

1. CALL TO ORDER

Regular meeting #14 for 2016 of the Grand Bank Town Council was held in the Executive Boardroom at the Grand Bank Municipal Center on Monday, October 24, 2016 at 4:00 p.m.

Mayor Rex C. Matthews, Deputy Mayor Clayton Welsh (via facetime) 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 joined the meeting later.

2. ADOPTION OF AGENDA

MOTION 2016-2758: T. PARSONS/S. BURT

Motioned that the agenda be adopted as presented.

ALL IN FAVOUR MOTION CARRIED

3. DELEGATIONS – NIL**4. ADOPTION OF MINUTES**

MOTION 2016-2759: S. BURT/R. GRIKIS

Motioned that the minutes of the regular meeting for October 3, 2016 be adopted as presented.

ALL IN FAVOUR MOTION CARRIED

5. BUSINESS ARISING FROM MINUTES**a. Light at Lions Park**

It was agreed that the Committee would view the area and recommend if a light is needed.

b. Court House

Mayor Matthews noted a follow up was made and it is the understanding new photo's are being selected for the court house and will be in place in the near future.

6. INCOMING CORRESPONDENCE FOR ACTION**a. Grand Bank/Fortune Special Olympics**

Received a letter from Barbara Barnes, Project Coordinator/Coach of the Special Olympics advising that they are trying to organize a fund-raiser to help continue running their program throughout the year. Deadline for response is November 9, 2016. Recreation Director Burton noted this will be taken care of through the Recreation Commission.

7. INCOMING CORRESPONDENCE FOR INFORMATION**a. Fire and Emergency Services**

Received a letter advising the request for financial assistance towards the provincial firefighting equipment fire protection financial assistance program cannot be provided this year. Mayor Matthews noted another application will be submitted in 2017.

b. Municipalities Newfoundland and Labrador

- Received an email regarding the "Getting to the Gate" Municipal Election Schools for Women Launched.
- Received an email advising that on November 22nd polls will open and the 2016 school board elections will take place.

c. Stella Cumben

Received an email thanking the Town for a job well done with having pumps out and being prepared for water during Hurricane Matthew.

d. Atlantic Canada Opportunities Agency

Received a letter advising receipt of the Town's application for financial assistance.

e. Office of the Information and Privacy Commissioner (OIPC)

Received a newsletter.

f. Muskrat Falls

Received August 2016 Highlights.

g. Professional Municipal Administrators (PMA)

Received an email advising the Annual General Meeting will be held from April 5-7, 2017 at the Gander Hotel.

h. Federation of Canadian Municipalities (FCM)

Received an email of congratulations as a Canada 150 Community Leader. Mayor Matthews noted Application had been submitted. Recreation Director Burton was asked to forward a copy of the application to MP and MHA's Office.

i. Canadian Union of Postal Workers

Received a letter regarding the Canada Post Review. It also included an online survey

j. Eastern Health

Received an email advising of funding opportunities for Eastern Wellness Coalition Members. Recreation Director Burton noted that two different applications for funding were submitted, one for the 50+ Club and one for the Active Start Program.

k. Grand Bank Fire Department

Received a copy of the September 7, 2016 minutes. Copied for all councilors.

8. COMMITTEE REPORTS**a. Finance Committee**

Councillor Burt, Committee Chairperson, presented a written report of a meeting the committee held on October 19, 2016.

MOTION 2016-2760: S. BURT/R. GRIKIS

Motioned that the Finance Committee report of October 19, 2016 be accepted as presented.

ALL IN FAVOUR

MOTION CARRIED

MOTION 2016-2761: S. BURT/T. PARSONS

Motioned that the Town of Grand Bank accept funding from the Federal Government in the amount of \$559,892 and the Provincial Government in the amount of \$447,913 for the Clean Water and Wastewater Fund Project No. 17-CWWF-17-00134 Old Road/Lee's Lane, Water, Storm and Sewer installation and that the Town would fund its share of the project in the amount of \$111,978 from its reserves, as well SNC-Lavalin as the Town's consulting Engineers for this project.

ALL IN FAVOUR

MOTION CARRIED

MOTION 2016-2762: S. BURT/C. WELSH

Motioned that the Town of Grand Bank accept funding from the Federal Government (ACOA) in the amount of \$148,089 and the Provincial Government in the amount of \$93,433 for 2016-17 Municipal Capital Works Program, Project No. 17-MCW-17-00023 Upgrades to Swimming Pool and that the Town would fund its share of the project in the amount of \$26,836 from its reserves, as well SNC-Lavalin as the Town's consulting Engineers for this project.

ALL IN FAVOUR

MOTION CARRIED

b. Development Committee

Councillor Grikis presented a written report of a meeting the committee held on October 19, 2016.

MOTION 2016-2763: R. GRIKIS/S. BURT

Motioned that the Development Committee report of October 19, 2016 be accepted as presented.

ALL IN FAVOUR

MOTION CARRIED

b. Recreation & Youth Committee

Councillor Parsons, Committee member, presented a written report of a meeting the committee held on October 5, 2016.

MOTION 2016-2764: T. PARSONS/R. GRIKIS

Motioned that the Recreation & Youth Committee report of October 5, 2016 be accepted as presented.

ALL IN FAVOUR

MOTION CARRIED

Office Administrator Dolimount entered the meeting at this time.

9. OLD BUSINESS**a. Site Specific Health & Safety Plan (SSSP)**

Town Manager Bolt brought council up to date on the items that are required so that we can enter onto the Transportation & Works site to obtain salt and sand materials.

MOTION 2016-2765: C. WELSH/R. GRIKIS

Motioned that the Town of Grand Bank's Site Specific Health & Safety Plan (SSSP) be accepted as presented which was developed in accordance with the Transportation and Works regulations.

ALL IN FAVOUR

MOTION CARRIED

b. Waste Management Meeting

Mayor Matthews noted that there are a number of issues that need to be addressed with the Regional Service Board. Councillor Grikis agreed to ask the board to meet with council.

c. Meeting with MP Judy Foote

Mayor Matthews updated council on the meeting with MP Foote. He noted that it was a very productive meeting regarding the revitalization of our downtown/waterfront area. It was noted that time lines are very aggressive and by next June we should know where the town will go with the next step.

10. NEW BUSINESS**a. MNL Convention Update**

Mayor Matthews noted a number of good seminars were held at this year's convention. A report on the session, "Can We Do It" was copied for all councillors.

b. Park Decoration & Surveillance for Community Park

Mayor Matthews noted that our Fraser Park Committee did a great job in raising funds this year. The Committee would like to expand the decorations to the Community Park this year. It was agreed that the committee be given permission to expand into the Community Park and Town Manager Bolt be given authority to speak to Burfitt's to see if the park can be covered under video surveillance from their store.

c. Risks & Hazards Policy

MOTION 2016-2766: T. PARSONS/S. BURT

Motioned that the Town of Grand Bank adopt the following policy to be known as Policy #73: Risk and Hazards Control Procedure Policy

There are a number of tasks and assignments related to the administration and operation of a municipality where there are potential risks to employees of the Town. It is the employer's responsibility to minimize those risks and consider all hazards that may impact the health, safety or welfare of the employee. To protect employees from harm and control risk associated with some municipal responsibilities, the Town of Grand Bank hereby adopts this policy that requires the involvement of a minimum of two (2) staff when those particular issues are being addressed:

1. Discontinuance of water service to a homeowner's or business property.
2. The delivery of a stop work order to an individual or property owner.
3. Meeting with or delivery of notice to citizens regarding clean-up of property.
4. The lifting of objects greater than 40lbs in weight.
5. The patching of potholes on municipal streets where the use of cold-patch or asphalt is required and the activity requires heavy lifting.
6. Meeting or visiting any citizen with respect to any violation of the Animal Control Regulations.
7. Meeting with a disgruntled taxpayer(s) with respect to a decision, policy or regulation of Council.
8. Any situation where in the opinion of the employee there is a risk or hazard to the employee's health, safety or wellbeing they are to discuss their concern with their Supervisor or Town Manager before proceeding.

ALL IN FAVOUR

MOTION CARRIED

d. Population Trends in NL

Mayor Matthews noted he attended a very informative session regarding the implications of the demographics report. Council had a brief discussion on how population trends will affect our community in the coming years.

11. COUNCILLORS FORUM**a. Castaway Mack**

Mayor Matthews noted they are hosting a social today at 4:30 p.m. at the Fortune Legion for Castaway Mack, who has been living on Brunette Island for the past little while. Sheila put together a package for him and two (2) others and along with a letter that was drafted by the Mayor. Councillor Parsons thanked council and the residents of the region for the support that was shown.

b. Firefighter's Ball

Mayor Matthews noted he is committed to the 200th Anniversary being held at the United Church on the same evening. Councillor Burt noted he will bring greetings at the Firefighters Ball.

c. Seniors Fish Dinner

Mayor Matthews noted a meeting was held with Lion's Club and they have agreed that the Special Events Committee can use the Lions Hall for the annual fish dinner providing the kitchen is totally cleaned after. Mayor Matthews noted that a check list is being developed and someone will be hired to clean the kitchen that evening after the event is finished.

d. Congratulations

Councillor Parsons, and all council and staff, congratulated Mayor Matthews on receiving his 25 year certificate in Municipal Government. It is a great accomplishment.

e. Storm

Councillor Parsons thanked staff for having the pumps ready to go during the most recent storm. Mayor Matthews noted that staff did an excellent job in being prepared. Council noted it is good to be pro-active.

f. Region

Councillor Parsons noted it is great to see companies from other parts of the Peninsula supporting our local businesses, hopefully it will continue.

g. Summer Festival

Councillor Burt wondered if there was a final report along with a financial report for this year's festival. Mayor Matthews noted that there is a draft report however it isn't final. The Committee needs to review and update it prior to it being presented to council. It was agreed that Recreation Director Burton and Town Manager Bolt will follow up on this.

h. Dog Park

Councillor Burt noted we haven't had a good discussion on the dog park recently. Mayor Matthews noted that it was a good idea but the location has to be determined. It was noted that maybe this would be a budgetary item.

i. AMEC Weather Forecasting

Mayor Matthews noted that several agencies use the AMEC Weather Forecasting, however there is a cost to do so. It was agreed that Mayor Matthews would review the information with Town Manager Bolt and possibly contact MNL for their assistance.

12. COMMUNICATIONS FROM TOWN OFFICIALS**a. Firefighters Ball**

Office Administrator Dolimount requested confirmation of who will be attending the fire fighters ball as the deadline for replies was Friday past.

b. Cancer Support

Office Administrator Dolimount advised "Dress for the Cause" is being celebrated this coming Friday. It was agreed that \$25 would be taken from all of the councillor's discretionary fund and councillors and staff would walk with the weekly walkers in the gym

c. Emergency Plan

MOTION 2016-2767: R. GRIKIS/S. BURT

Motioned that the Town of Grand Bank's Emergency Plan be accepted as updated.

ALL IN FAVOUR

MOTION CARRIED

13. ADJOURNMENT

MOTION 2016-2768: S. BURT/R. GRIKIS

Motioned that the meeting adjourn at 5:40 p.m.

ALL IN FAVOUR

MOTION CARRIED

Confirmed by: Rex C. Matthews _____ Cathy Follett
Town Clerk

Date: November 14, 2016