

1. **CALL TO ORDER**

Regular meeting #9 for 2016 of the Grand Bank Town Council was held in the Executive Boardroom at the Grand Bank Municipal Center on Tuesday, July 12, 2016 at 4:05 p.m.

Mayor Rex C. Matthews, Councillors Stan Burt, Rick Grikis, Travis Parsons and Bruce Warren attended along with Town Clerk Cathy Follett, Recreation Director Tom Burton and Office Administrator Sheila Dolimount. Also in attendance was Paul Herridge, representing the Southern Gazette. Deputy Mayor Clayton Welsh was out of Town, Councillor Roger Brooks was working and Town Manager Wayne Bolt was on holidays.

2. **ADOPTION OF AGENDA**

MOTION 2016-2719: S. BURT/B. WARREN

Motioned that the agenda be adopted as presented.

ALL IN FAVOUR MOTION CARRIED

3. **DELEGATIONS – NIL**

4. **ADOPTION OF MINUTES**

MOTION 2016-2720: R. GRIKIS/T. PARSONS

Motioned that the minutes of the regular meeting for June 20, 2016 be adopted as presented.

ALL IN FAVOUR MOTION CARRIED

5. **BUSINESS ARISING FROM MINUTES**

a. **George Cornish**

Councillor Warren asked if we received anything further from Mr. Cornish. Town Clerk Follett noted there has been no further communication to date.

b. **RCMP**

Mayor Matthews noted Corporal Williams has been away and is now back so a date will be set in the near future. Town Clerk Follett was asked to follow up with Corporal Williams.

c. **M.V. Pursuit**

Councillor Warren advised that the court has authorized the Harbour Authority to proceed with a private sale and negotiations have begun.

d. **Irving**

Mayor Matthews noted that he hasn't been able to reach his contact with Irving to date. When he spoke with her last year it was indicated that the property would be remediated this year. This property is prime commercial property and it being neglected portrays a negative image in our community.

e. **Animal Control**

Mayor Matthews noted that stray cats are still a major issue in our community. Some cats have been captured and our outside staff is doing their best to control the issue and they will continue to do so.

6. **INCOMING CORRESPONDENCE FOR ACTION**

a. **Municipalities Newfoundland and Labrador (MNL)**

Received an email from MNL with a list of nominees to represent the Eastern Region at the 2016 Premier's Forum. Council is to select a maximum of four (4) candidates; they are:

Efford, Calvin	Councillor	Port Blandford
Geraghty, Michael	Mayor	Garnish
Miller, Jim	Mayor	Trinity
Parsons, Pat	Councillor	Fortune

Pike, Paul	Mayor	St. Lawrence
Snook, Robert	Mayor	Sunnyside

Be it resolved that the Municipality of Grand Bank hereby selects the following four (4) candidates as our choice to represent the Eastern Region at the 2016 Premier's Forum on Local Government on Wednesday, October 5th, 2016 at the Delta Hotel in St. John's, NL.

Council agreed that it doesn't make sense that council has to vote for someone so they can get up and ask a question and for the questions to be screened. It was agreed that council would write MNL advising that our council doesn't agree with this process as everyone should have a right to ask a question.

b. Office of Climate Change & Energy Efficiency

Received an email advising that Climate Change Strategy Consultations are scheduled to take place in various regions of the Province.

7. INCOMING CORRESPONDENCE FOR INFORMATION

a. Eric & Ruby Alcock

Received an email of thank you from Eric & Ruby Alcock for allowing them to use the auditorium for their Janeway Yard Sale. Through the generosity of the Town Council and other organizations in town, they were able to raise \$4,525 this year for the Janeway Hospital.

b. Lower Churchill Project

Received an email newsletter of the Muskrat Falls Project April 2016 highlights.

c. Office of Public Engagement (ATIPP Office)

- * Received an email from the ATIPP Office of the new preliminary privacy impact assessment (PPIA) and the privacy impact assessment (PIA).
- * Received an email of the Above Board quarterly newsletter for June 2016.

8. COMMITTEE REPORTS

a. Finance Committee

Councillor Burt, Committee Chairperson, presented a written report of a meeting the Committee held on July 6, 2016.

MOTION 2016-2721: B. WARREN/R. GRIKIS

Motioned that the Town write to the minister of Advanced Education and Skills regarding the outstanding taxes for AES Clients and homecare clients, stating our concerns and asking when payment can be expected.

ALL IN FAVOUR MOTION CARRIED

MOTION 2016-2722: S. BURT/R. GRIKIS

Motioned that the Finance Committee report for July 6, 2016 be accepted with the exemption of items 1i and 4.

ALL IN FAVOUR MOTION CARRIED

At this time Mayor Matthews left the meeting due to a possible conflict with item 1i.

MOTION 2016-2723: S. BURT/R. GRIKIS

Motioned that item 1i of the Finance Committee report of July 6, 2016 be accepted as presented.

ALL IN FAVOUR MOTION CARRIED

b. Development Committee

Councillor Grikis, Committee member, presented a written report of a meeting the Committee held on July 7, 2016.

MOTION 2016-2724: R. GRIKIS/B. WARREN

Motioned that the Development Committee report of July 7, 2016 be accepted with the exception of item 5.

ALL IN FAVOUR

MOTION CARRIED

MOTION 2016-2725: R. GRIKIS/T. PARSONS

Motioned that dougc002 be advised the grass has to be cut within 30 days and the house/property be cleaned up within 60 days failure to do so will result in the Town taking action.

ALL IN FAVOUR

MOTION CARRIED

c. Canada Day

Mayor Matthews noted that the Canada Day program and the Memorial Service was very well organized although, he thought more people would have attended. Recreation Director Burton noted that several committees came forward to organize some events including the running group and volunteers/parents. There were over 130 kids registered for the activities in the park. He further noted that the Special Events committee held an event at the Bait Depot and numbers were down there also. The low numbers were attributed to the events being held on a long weekend.

9. OLD BUSINESS

a. Policy Regarding Collection of Taxes

Mayor Matthews noted that it was his understanding that the policy that was adopted at the last regular meeting was changed so that reminder notices, which would include arrear notices, would only be forwarded via the town's email system and the town's Facebook page.

MOTION 2016-2726: S. BURT/T. PARSONS

Motioned that section 6A2 of Policy #10, Collection Policy and Procedures, be changed to read as follows:

Action two – Notice of Arrears

A notice of arrears will be forwarded to all customers via the Town's email system and the Town's Facebook Page advising that for those customers that are in arrears will be given five (5) working days from the date of the email to bring their account up to date. A disclaimer will be included noting that for those customers that are not in arrears to please disregard this notice.

ALL IN FAVOUR

MOTION CARRIED

b. 2016 Capital Works Program

Mayor Matthews noted that he is working with MHA Haley to clarify the funding that was announced last week. The Town's priority was the project for Old Road and Lee's Lane however Government approved the project for Marine Drive, which was #3 on the Town's priority list.

c. Municipal Center Roof

Mayor Matthews noted that nothing is confirmed regarding the discovery. It was agreed that Mayor Matthews would contact the Town's solicitor for an update.

d. Staff Barbeque

Mayor Matthews noted the barbeque is planned for this Thursday at Sheila's cabin at approximately 6:30 pm.

10. NEW BUSINESS

a. Policy regarding Personal Cell Phone Use

MOTION 2016-2727: S. BURT/T. PARSONS

Motioned that the Town of Grand Bank adopt the following Personal Cell Phone Use Policy.

SUBJECT: Personal Cell Phone Use

1. Purpose: The purpose of this policy limiting the use of personal cell phones and other communication devices at work is to protect the employee. Inappropriate use of communication devices at work can cause injuries because it's distracting and may interfere with the proper and safe use of equipment and machinery. Devices and headphones or wireless ear pieces may also get tangled in machinery or interfere with the proper use of personal protective equipment.
2. Devices covered: The devices covered by this Policy includes personal cell phones of all types, iPhones, blackberry's, mobile phones, text pagers, two-way radios and other wireless devices owned by the individual employee.
3. Persons covered: This Policy applies to employees of the Town of Grand Bank which includes permanent employees, seasonal employees, casual call-in employees, and those employees employed by the Town through Provincial and Federal Governments job creation and student programs.
4. The rules set out in this Policy apply to all work-related activities including driving to and from work sites to conduct job-related activities in a vehicle owned by the Town.
5. Prohibited Uses:
 - a. General: While in the workplace during work hours, workers are expected to focus on work and cannot inappropriately use any device in the workplace for any inappropriate purposes, including but not limited to:
 - Engaging in personal conversations;
 - Playing games;
 - Surfing the internet;
 - Checking email; and
 - Sending or receiving text messages.
 - b. Driving: While operating a Town vehicle, employees shall not answer a personal communication device, or make any outgoing calls. Employees should notify their next of kin to contact the Town Office in case of an urgent matter.
6. Permitted Uses: Employees may use personal devices when they are not working provided they do so in a safe manner if they are on Town property.
7. Violations: Employees who violate this Policy will be subject to disciplinary measures up to and including dismissal, depending on the circumstances.
8. Under extenuating or special circumstances and with the permission of the Town Manager or his/her designate, an employee may use a personal device to make a call ie., operating a Town vehicle on out-of-town business, however, it still must be in compliance with all Provincial Regulations with respect to cell phone usage, ie., pull over and stop.
9. All current and new employees will sign this policy as per the following statement:
I have read and will abide by the terms of this Policy regarding the use of personal communication devices at work.

Name (printed) _____

Signature _____ Date _____

Witness _____ Date _____

ALL IN FAVOUR

MOTION CARRIED

b. Special Events 2016 & Seniors Annual Fish Supper

Mayor Matthews noted the Special Events Committee has lost four (4) of its members, leaving only six (6) members with Elaine Strowbridge as the new chairperson. Councillor

Brooks will remain with the committee in an advisory role. This means that the Committee will require extra help from council and staff to help make this year's festival a success.

Council thanked all the previous committee members for their dedication to the festival over the past number of years.

It was noted that the Annual Seniors Fish Supper will be held on July 25th at the Bait Depot. Mayor Matthews noted it wasn't the Town's decision to move to this location but there wasn't another option. The event is open to residents of Grand Bank, 65 years of age and older.

c. New Horizons Grant for 50+ Club

Mayor Matthews noted that the 50+ Club is seeking the Town's permission to proceed with changes to the building that will see the current kitchen moved and the bathroom brought up to standard.

MOTION 2016-2728: T. PARSONS/S. BURT

Motioned that the Town of Grand Bank support the 50+ Clubs application for a grant of \$25,000 that will relocate the kitchen and bring the bathrooms up to standard, both of which will be in accordance with Service NL requirements, of the Town's Building at 17 Riverside West.

ALL IN FAVOUR

MOTION CARRIED

d. Application for Swimming Pool Upgrades

Mayor Matthews noted that an application has been submitted for the upgrades to the Town's swimming pool for the HVAC system and lighting for approximately \$300,000.

11. COUNCILLORS FORUM

a. Ladies Night

Mayor Matthews noted that the Theater is seeking volunteers to serve for ladies night on July 18th and 19th. If you are available, please contact the Office Administrator.

b. Dr. Beckley Event

Mayor Matthews noted that plans are well underway for the celebration for Dr. Beckley. He noted it was previously agreed that the Town would offer support by providing a gift for Dr. Beckley and flowers for Mrs. Beckley.

c. Exchange Students

Mayor Matthews noted it was great to meet with students from the Greater Toronto Area. Councillor Parsons noted that most of the students hadn't been outside of Toronto before and all of them had a great experience here. He thanked Recreation Director Burton for getting the building ready and thanked the Town for the use of the Bait Depot.

d. Demonstration

Mayor Matthews noted that a demonstration was held at our plant today protesting the 3ps scallop fishery. It is understood that a follow up meeting will be held Thursday with MP Judy Foote and more demonstrations may be planned.

e. Staff – Thank you

Councillor Grikis noted that the Town is doing a lot of work this summer and wanted to thank all staff for doing such a great job.

f. Supreme Court

Councillor Burt noted it was great to see the decision to close the Supreme Court reversed.

g. Regional Theater

Councillor Burt noted that the Theater had a great opening night. He also noted that it is great to see Scotiabank supporting the community by matching the proceeds from Ladies Night.

Councillor Parsons noted it is great to see so much local talent at the Theater this year it's going to be a great season.

h. Special Events

Councillor Burt noted that he thought the Town should follow the Theaters example and have local bands during the week of summer festival.

12. COMMUNICATIONS FROM TOWN OFFICIALS - NIL

13. ADJOURNMENT

MOTION 2016-2729: S. BURT/T. PARSONS

Motioned that the meeting adjourn at 5:50 p.m.

ALL IN FAVOUR

MOTION CARRIED

Confirmed by: Rex C. Matthews

Cathy Follett
Town Clerk

Date: August 1, 2016