



Incoming Correspondence February 2017

LETTER NO	DATED	FROM	REGARDING
1.	January 16	NL Public Libraries	Thank you
2.	January 16	Memorial University-Lab Institute	Invitation
3.	January 24	Citizens Crime Prevention NL	Thank you (2 pages)
4.	January 27	Dept. Municipal Affairs	Gas Tax
5.	January 26	Dept. Municipal Affairs	Project #17-SAG-17-055
6.	February 1	Dept. Municipal Affairs	Response to correspondence Dec 1/16
7.	February 9	Frankie Leonard	Thank you
8.	February 10	Dept. Municipal Affairs	Municipal Elections Act/Training (3 pages)

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Mayor and Councillors
Town of Happy Valley-Goose Bay
212 Hamilton River Road, P.O. Box 40, Station B
Happy Valley-Goose Bay, NL
A0P 1E0

Jan. 16, 2017

Mayor and Councillors,

The Board of Directors of the Happy Valley-Goose Bay Library Board thanks the Town of the Happy Valley-Goose Bay for its donation of \$5,000. The ongoing support from the municipality towards the continued operation of the Melville Public Library is duly noted and appreciated.

Sincerely yours,

Allan Bock
bock.allan@gmail.com
896-4058



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Labrador Institute
P.O. Box 490, Station B, Happy Valley-Goose Bay, Labrador, NL Canada A0P 1E0
Tel: (709) 896-6210 Fax: (709) 896-2970

January 10, 2017

Dear Mayor Snook,

It gives me great pleasure to invite you to a meeting with myself and Dr. Gary Kachanoski, President and Vice-Chancellor of Memorial University, on February 15th, 2017. Dr. Kachanoski will be in Town for the Labrador Research Forum, and we would welcome the opportunity to meet with you to discuss the Labrador Institute's and Memorial's roles in Labrador, to talk about the new vision and strategic directions emerging from the Labrador Institute as we continue to grow our research and educational resources and programming, and to discuss our ongoing commitment to the region.

While the Labrador Institute and Memorial University have a long history of working to serve the needs and priorities of communities in Labrador, we know that we must always learn and grow and work with those around us to ensure we are relevant, accessible, and continually learning. As the new Director of the Labrador Institute, I am committed to ensuring that we continue to meet the needs and priorities in Labrador by providing opportunities for dialogue, debate, feedback, and visioning, together, for a better future.

We have also invited MP Yvonne Jones and Minister Perry Trimper to this meeting as well, and look forward to engaging in dialogue and hearing feedback and ideas from all levels of government.

Meeting Details:

Date: Wednesday, February 15th, 2017
Time: 2pm-4pm
Location: Komatik Boardroom, Nunacor Building
Format: Facilitated roundtable discussion

Additionally, as Chair of the organizing committee for the Labrador Research Forum, it is my privilege to invite you to provide **opening remarks at the Labrador Research Forum's Opening Cultural Reception in Sheshatshiu on February 15th, 2017.** The reception begins at 7pm, and we imagine the opening remarks will begin around 8pm. A more detailed agenda will follow, once we have confirmation.

The Labrador Research Forum is an exciting new initiative led by the Labrador Institute, in partnership with the Innu Nation, the Nunatsiavut Government, the NunatuKavut Community Corporation, the Town of Happy Valley-Goose Bay, the Torngat Secretariat, and the Department of Fisheries and Oceans. The goal of this first biennial conference is to bring researchers, community leaders and organizations, Indigenous governments and organizations, students, and government representatives together in dialogue and co-learning to share research taking place in Labrador, and to initiate important discussions, connections, and networks, and discuss pathways forward for a Northern-led research community. The conference will be taking place in Upper Lake Melville, hosted in Sheshatshiu, Happy Valley-Goose Bay, Northwest River, and Mud Lake, and has important intellectual, economic, cultural, and societal opportunities for the region.

To RSVP for this meeting and/or the opening remarks at the Research Forum, or if you have any questions, please contact myself at the information below.

I look forward to welcoming you to this meeting, to engaging in dialogue and discussion on research, education, teaching, learning, and outreach in Labrador.

Sincerely, and with kindest regards,

Ashlee Cunsolo, PhD
Director, Labrador Institute of Memorial University
Room 110, College of the North Atlantic Building
PO Box 490, Station B
Happy Valley-Goose Bay, NL, A0P 1E0
T: 709-896-4702 | E: ashlee.cunsolo@mun.ca

DATE RECEIVED
JAN 16 2017
TOWN OF
HAPPY VALLEY - GOOSE BAY



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**CITIZENS' CRIME PREVENTION ASSOCIATION OF
NEWFOUNDLAND AND LABRADOR
35 Boyle Street
St. John's, NL A1E 2H4**

January 17, 2017

Mayor Jamie Snook
Town of Happy Valley-Goose Bay
212 Hamilton River Road
P.O. Box 40 Station B
Happy Valley-Goose Bay, Lab A0P 1E0

DATE RECEIVED

JAN 24 2017

HAPPY VALLEY-GOOSE BAY

Dear Mayor Snook:

My name is Roberta Stanford and I am president of the Citizens' Crime Prevention Association of Newfoundland and Labrador (CCPANL). Our association is a provincial volunteer group that partners closely with the RCMP and the RNC across the province. The Citizens' Crime Prevention Association of Newfoundland and Labrador (CCPANL) is a non-profit, volunteer based organization that was formed in 1988. It is comprised of police and citizens who are concerned with making our communities better and safer places in which to live. It was felt at the time of its conception that the traditional response to crime in our communities was insufficient on its own and that other responses were needed. The response that was seen as perhaps offering the greatest opportunity for success was the principle of the safer communities approach to crime prevention. The strategies highlighted by this approach and used by our committees are:

- Crime Prevention through Social Development
- Crime Prevention through Community-Based Policing
- Crime Prevention through Opportunity Reduction

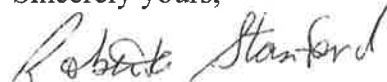
The rate of crime is increasing across our province each year and all of us need to find a way to deal with it. Our association works under the principle that crime is not just police business – crime is everyone's business.

As you are probably aware, Happy Valley-Goose Bay has always had a very active Citizens' Crime Prevention Committee. It actually considered one of the more active committee in the province. The committee undertakes many projects each year that are aimed at preventing crime in your town. These projects are aimed at youth, seniors, businesses and the general population. These projects are shared to other committees across the province and have often been adopted by these committees.

It is our understanding that the town has been very supportive of this group over the past several years. For this, our association would like to offer its sincere thanks and our hope that your support continues for years to come. By all of us working together, I am sure that we can make a difference. The Happy Valley-Goose Bay Crime Prevention Committee is celebrating its 30th Anniversary of providing crime prevention activities in your town. The committee was one of the original 6 groups who started volunteer crime prevention in the province. As an association, we will be congratulating the committee this year for all its accomplishments. Hopefully, the town can send along their congratulations at some point throughout the year. I am sure they will appreciate it.

If there is a project you would like to involve the crime prevention committee in, please feel free to contact its chairperson, Crystal Anderson, at crystal.anderson@remp-grc.gc.ca. I am sure she will go out of her way to be of assistance to you. I understand that you may have a town Municipal Law Enforcement Officer. Several of our committees work closely with their Municipal Law Enforcement Officer. I am sure the committee would assist if the enforcement officer needs help with something he/she is working on. As well, if the provincial association can be of any help to you, please feel free to contact me at bstanford@nl.rogers.com or by calling 427-0879.

Sincerely yours,



Roberta (Bobbi) Stanford
President
CCPANL

January 20, 2017

Jamie Snook, Mayor
Town of Happy Valley - Goose Bay
P.O. Box 40, 212 Hamilton River Rd.
Happy Valley-Goose Bay, NL A0P 1E0

Dear Mayor,

Re: Submission of Outstanding Documentation for Receipt of Gas Tax Allocation

The Department of Municipal Affairs records indicate the following documentation has not yet been received from your Town:

- 2014 and 2015 Annual Expenditure Reports

Please be advised that your Town is in non-compliance with your Ultimate Recipient Gas Tax Agreement and the Department is currently holding \$608,980.01 of Gas Tax Funds.

The Town also has \$1,008,406.85 remaining in gas tax funds to March 31, 2019 to be allocated towards a project(s). To ensure the Town receives timely payments of gas tax funds, please submit a Capital Investment Plan application, resolution of council, and a quote for the proposed cost of the eligible project(s). Should the Town have any questions, please contact the Gas Tax Secretariat by phone: 1-877-729-4393; or by email: gastax@gov.nl.ca.

Please submit the above outstanding documentation immediately.

Thank you in advance for your cooperation.

Sincerely,



Paul Tucker
Director of Municipal Finance

DATE RECEIVED
JAN 27 2017
TOWN OF
HAPPY VALLEY - GOOSE BAY

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DOC/2015/04061-03

JAN 26 2017

Mayor Jamie Snook
Town of Happy Valley - Goose Bay
P.O. Box 40
212 Hamilton River Rd.
Happy Valley-Goose Bay, NL A0P 1E0

DATE RECEIVED
FEB 01 2017
**TOWN OF
HAPPY VALLEY - GOOSE BAY**

Dear Mayor Snook:

Re: Special Assistance Grant, Project # 17-SAG-17-055

I am pleased to inform you that the Department of Municipal Affairs has approved a **Special Assistance Grant** in the amount of **\$250,000.00**, to provide financial assistance to the Town of Happy Valley-Goose Bay for the impact of the Lower Churchill Project due to the Town's proximity to the work sites and its role as the transportation and service hub for the Upper Lake Melville area.

A payment in the amount of \$250,000.00 will be requisitioned with the Department of Finance and will be forwarded to your organization. Funds are repayable to government if not used in accordance with the purpose for which these funds have been approved.

Sincerely,



EDDIE JOYCE, MHA
District of Humber-Bay of Islands
Minister of Municipal Affairs

cc: Premier Dwight Ball, MHA, Minister of Labrador & Aboriginal Affairs
cc: Hon. Perry Trimper, MHA
cc: Heather Tizzard, Assistant Deputy Minister
cc: Daniel Hynes, Regional Director
cc: Bob MacAulay, Regional Manager
cc: Michael Hynes, Regional Engineer

JAN 26 2017

DATE RECEIVED

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FEB 01 2017

COR/2016/04947-01

Mayor Jamie Snook
P.O. Box 40, Station B
Happy Valley-Goose Bay, NL A0P 1E0

**TOWN OF
HAPPY VALLEY - GOOSE BAY**

Dear Mayor Snook:

I write in response to your correspondence dated December 1, 2016, regarding the Labrador Wellness Centre.

As per your request, I am pleased to approve the Town's request to appoint LAT49 Architects Inc. as the owner's representative for the Labrador Wellness Centre project provided the Town is able to negotiate a reasonable fee. Please note, however, if the Town decides to appoint LAT49 Architects Inc. rather than issuing a request for proposals (RFP) for the consulting services, the Town must do so with the understanding that any associated costs will not be eligible for federal funding and any associated cost-over-runs must be the responsibility of the Town.

I am further pleased to approve the re-profiling of un-allocated multi-year capital works funding to allow RFP preparation, engineering and design work to commence on the Labrador Wellness Centre project.

Regarding your request to proceed with a design-bid-build (tender) approach to the construction of the Wellness Centre, this request is not approved. I request that you instead proceed with a design-build (RFP) approach to the construction of the Centre. In recent years, the Department of Municipal Affairs has completed most major building construction projects through a design-build RFP approach and notes that recent design-build recreational building projects have shown improved performance with respect to budget, schedule and operational costs.

Further to this, the department would be pleased to have officials present to the Town on the process and benefits of the design-build project delivery method. As we discussed at our recent meeting, we will attempt to schedule this meeting during the Combined Councils of Labrador. The Department contact will be Mr. Ian Duffett at ianduffett@gov.nl.ca or 729-7482.

I wish you all the best and look forward to working with the Town towards this project.

Sincerely,



EDDIE JOYCE, MHA
District of Humber-Bay of Islands
Minister of Municipal Affairs

cc: Ms. Yvonne Jones, Member of Parliament - Labrador
Hon. Perry Trimper, Minister of Environment and Climate Change

①

January 3, 2017

Town of HVGB
Box 40, Stn. B
Happy Valley, NL
AOP 1E0

Dear Mr. Snook;

I am writing to express my gratitude and formally thank you for awarding me with the Town of Happy Valley-Goose Bay's \$1000 educational scholarship. I will be using these funds to help cover my tuition this semester. Financial assistance such as this enables me to get one step forward to reaching my goals of completing my education and finding a rewarding career.

Thank you again.

Sincerely;



Frankie Leonard

DATE RECEIVED

FEB 09 2017

**TOWN OF
HAPPY VALLEY - GOOSE BAY**

FEB 1 0 2017

DOC/2017/00624

AMENDMENTS TO THE *MUNICIPAL ELECTIONS ACT*
AND
MUNICIPAL ELECTIONS TRAINING

Municipal general elections take place every 4 years, as such, **Tuesday September 26, 2017** is the date of the next municipal general elections. In preparation, this circular is providing you information on: (1) recent amendments to the *Municipal Elections Act*; and (2) upcoming municipal elections training.

Amendments to the *Municipal Elections Act*

In the Fall 2016 session of the House of Assembly, amendments were made to the *Municipal Elections Act* (see: <http://www.assembly.nl.ca/Legislation/sr/statutes/m20-2.htm>) in regard to campaign contributions.

The *Municipal Elections Act* has been amended to include in-kind contributions in the definition and treatment of contributions under the Act. This means that all contributions of money, goods or services received by a candidate with a value of over \$100.00 (or another amount if prescribed in a municipal regulation) must be declared and counted by a candidate when reporting on campaign contributions received. To value any goods or services received, one must use the equivalent lowest market value of the goods or services received as if they were sold.

In summarizing, this amendment means that any goods or services contributed to a campaign, such as printing, signage, office space and advertising, may now need to be included by candidates when reporting on campaign contributions. However, personal time and services donated are not meant to be captured.

Municipal Elections Training

The Department of Municipal Affairs will be offering municipal elections training for returning officers and election officials. This training is intended to increase awareness and understanding of: roles and responsibilities of election officials; election procedure and documentation; and, new changes to the *Municipal Elections Act*. Attached is a training poster detailing the dates and locations of municipal elections training in each region across the province.

It is important that election officials are prepared for the upcoming municipal general elections. Trained and knowledgeable election officials are essential to the successful and trouble-free running of a municipal election. In this regard, it should be noted that there is no charge to municipalities to attend any training offered by the Department of Municipal Affairs.

Furthermore, the Department of Municipal Affairs has a fund that provides financial assistance to municipalities to support attendance at training and professional opportunities (see: http://www.ma.gov.nl.ca/training/Circular-Municipal_Training_Financial_Assistance_Fund.pdf).

If you have any questions, please contact your local Municipal Affairs regional office at:

Region	Fax	Phone
Labrador	(709) 896-8847	(709) 896-2941
Western	(709) 637-2548	(709) 637-2332
Central	(709) 256-1060	(709) 256-1050
Eastern	(709) 729-0477	(709) 729-0259

Sincerely,



EDDIE JOYCE, MHA
District of Humber-Bay of Islands
Minister of Municipal Affairs

Municipal Elections - Returning Officer & Election Officials Training

Objectives: To increase awareness and understanding of:

- Roles and responsibilities of election officials
- Election procedures and documentation
- New changes to the *Municipal Elections Act*

Who Should Attend?

This training session is relevant to municipal clerks/managers who act as Returning Officers and other municipal administrators involved in running municipal elections.

Duration: 9:00 – 4:30

Dates and Locations:

April 12	Harbour Grace	NOTE: Venue details will be sent to all registrants. Please register early to avoid course cancellation.
April 18	L'Anse au Clair	
April 20	Hawke's Bay	
April 20	Whitbourne	
April 25	Mary's Harbour	
April 27	Clareville	
May 9	Burin	
May 10	Springdale	
May 10	Deer Lake	
May 11	Stephenville	
May 12	St. John's	
May 17	Grand Falls-Windsor	
May 17	Happy Valley-Goose Bay	
May 24	Harbour Breton	
May 31	Gander	

Registration: Send completed registration form by EMAIL, FAX or MAIL to:

Email: MATraining@gov.nl.ca **Fax:** (709) 729-4475

Mail: Department of Municipal Affairs,
Local Governance Division
4th Floor, West Block, Confederation Building
PO Box 8700
St. John's, NL, A1B 4J6

For more information contact:
Kim MacPherson,
Manager of Municipal Training Programs, (709) 729-5107

