



Incoming Correspondence AUGUST 2016

| LETTER NO | DATED | FROM | REGARDING |
|-----------|-----------|--|--|
| 1. | July 19 | Dept. Municipal Affairs Policy and Strategic Planning Division | Request for Access to Information (4 pages) |
| 2. | July 25 | Parachute | Canada's National Teen Driver Safety Week (2 pages) |
| 3. | July 25 | Hon. Carolyn Bennett | Thank you |
| 4. | July 26 | Cluney Mercer | BCF Project #26712 and 26713 |
| 5. | August 2 | Cluney Mercer | Approval to Award Tender Splash Pad and Bike Trail |
| 6. | August 2 | Marguerite Hamel | Safety Concern on HRR |
| 7. | August 4 | Canadian Home Builders Association | Invitation |
| 8. | August 16 | Municipal Assessment Agency | Memorandum (3 pages) |

JUL 19 2016

DOC/2016/02916-02

Mr. Vaughn Hammond
302-136 Crosbie Road
St. John's, NL A1B 3K3

Dear Mr. Hammond:

Re: Your request for access to information under Part II of the *Access to Information and Protection of Privacy Act, 2015* [Our File #: MA/62/2016]

On July 12, 2016, the Department of Municipal Affairs received your request for access to the following records/information:

"Please provide the dates on which the Government of Newfoundland and Labrador received the 2014 audited financial statements from each of the following municipalities: Bay Roberts, Bishop's Falls, Bonavista, Botwood, Carbonear, Channel-Port-aux-Basques, Clarenville, Conception Bay South, Corner Brook, Deer Lake, Gander, Grand Falls-Windsor, Happy Valley-Goose Bay, Harbour Grace, Labrador City, Lewisporte, Marystown, Mount Pearl, Paradise, Pasadena, Placentia, Portugal Cove-St. Philip's, St. John's, Stephenville, and Torbay."

I am pleased to inform you that a decision has been made to provide you access to the requested information. Enclosed you will find a copy of the requested records.

Section 15 of the *Access to Information and Protection of Privacy Act, 2015* (the *Act*) requires that we provide you with an advisory response regarding your request in writing no later than 10 business days after we receive your request. Section 16 of the *Act* requires that we respond to your request without delay in writing no later than 20 business days after we receive your request. In accordance with section 15 and section 16 of the *Act*, this letter fulfills both our obligation to provide an advisory response and a final response.

Please be advised that you may ask the Information and Privacy Commissioner to review the processing of your access request, as set out in section 42 of the *Act*. A request to the Commissioner must be made in writing within 15 business days of the date of this letter or within a longer period that may be allowed by the Commissioner.

The address and contact information of the Information and Privacy Commissioner is as follows:

Office of the Information and Privacy Commissioner
2 Canada Drive
P. O. Box 13004, Stn. A
St. John's, NL A1B 3V8

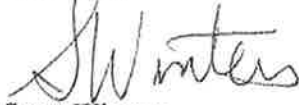
Telephone: (709) 729-6309
Toll-Free: 1-877-729-6309
Facsimile: (709) 729-6500

You may also appeal directly to the Supreme Court Trial Division within 15 business days after you receive the decision of the public body, pursuant to section 52 of the *Act*.

Please be advised that responsive records will be published following a 72 hour period after the response is sent electronically to you or five business days in the case where records are mailed to you. It is the goal to have the responsive records posted to the Office of Public Engagement's website within one business day following the applicable period of time. Please note that requests for personal information will not be posted online.

If you have any further questions, please feel free to contact me by telephone at 729-6528 or by e-mail at scottwinters@gov.nl.ca.

Sincerely,

A handwritten signature in cursive script that reads "Winters".

Scott Winters

Manager of Accountability / ATIPP Coordinator

Delivered by email

July 25, 2016

Dear Mayors and Councillors:

The Canadian Federation of Independent Business (CFIB) is a non-partisan, not-for-profit organization representing independently-owned small and medium-sized businesses. We have over 2,000 members in Newfoundland and Labrador and 109,000 across the country.

As you will know, on June 20, 2016, CFIB wrote Minister of Municipal Affairs Eddie Joyce to express the need for an auditor general at the municipal level. Recently, CFIB obtained through an access to information request (attached) the dates on which the 25 largest municipalities in the province submitted their 2014 financial statements. We were pleased to see one municipality, Conception Bay South, met the deadline of June 30 prescribed under section 92(1) of the *Municipalities Act, 1999*, while Lewisporte was only a few days late. We note however that over half of the municipalities were more than 90 days beyond the legislated deadline; one has yet to submit its financial statements for 2014. We strongly encourage all municipalities to make every effort to submit their financial statements on time to the Department of Municipal Affairs.

As the primary tool for financial transparency and accountability at the municipal level, elected municipal officials have an obligation to ensure the financial statements are made available to the public. Websites are sources commonly used by the public when searching for information. In turn, it should become common practice for municipalities to post their financial statements on their websites once they are submitted to the provincial government. This provides easier access and does not impose any additional burden on municipal staff to provide them upon request. In a good step towards greater transparency, the City of St. John's, City of Corner Brook, Town of Bishop's Falls, and Town of Marystown have, at the very least, placed their 2014 financial statements on their respective websites. It is imperative the most recent financial statements are available on the websites of all municipalities.

Should you wish to discuss, you may reach me by phone at 753-7745 or by email at vaughn.hammond@cfib.ca.

Sincerely,



Vaughn Hammond
Director of Provincial Affairs, Newfoundland and Labrador

Copy: Honourable Eddie Joyce, Minister of Municipal Affairs

Attachment

| Official Name | 2014 Financial Statement Date Received by Department |
|------------------------------|---|
| Bay Roberts | Not Yet Received |
| Bishop's Falls | 29-Oct-15 |
| Bonavista | 17-Dec-15 |
| Botwood | 25-Sep-15 |
| Carbonear | 28-Oct-15 |
| Channel-Port aux Basques | 3-Sep-15 |
| Clarenville | 10-Sep-15 |
| Conception Bay South | 30-Jun-15 |
| Corner Brook | 19-Aug-15 |
| Deer Lake | 4-Aug-15 |
| Gander | 25-Feb-16 |
| Grand Falls - Windsor | 9-Sep-15 |
| Happy Valley - Goose Bay | 29-Mar-16 |
| Harbour Grace | 5-Nov-15 |
| Labrador City | 8-Feb-16 |
| Lewisporte | 3-Jul-15 |
| Marystown | 29-Mar-16 |
| Mount Pearl | 24-Sep-15 |
| Paradise | 10-Sep-15 |
| Pasadena | 25-Feb-16 |
| Placentia | 10-Aug-15 |
| Portugal Cove - St. Philip's | 9-Nov-15 |
| St. John's | 8-Dec-15 |
| Stephenville | 5-Aug-15 |
| Torbay | 29-Dec-15 |

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Parachute

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

Re: Canada's National Teen Driver Safety Week

Dear Mayor,

On behalf of Parachute, Canada's leader in injury prevention, I am writing you today to draw your attention to **Canada's National Teen Driver Safety Week taking place October 16-22, 2016**. This year, National Teen Driver Safety Week (NTDSW) will focus on distracted driving as well as drug impaired driving, challenges we all face right across Canada.

Teen driver safety is important. While young people only make up 12% of the licensed drivers, they account for approximately one fifth of all road-related injuries and fatalities. In Canada motor vehicle collisions lead to over 14,000 hospitalizations and 161,000 emergency room visits annually. In addition to the human cost, the financial cost is over \$2.1 billion per year. We know that over 90% of these injuries, deaths and cost could be prevented. With these alarming statistics in mind, I think you would agree, now is the time to prevent injuries and let Canadians live long lives to the fullest.

This is the fourth year Parachute is leading National Teen Driver Safety Week in Canada. **Last year NTDSW witnessed an impressive amount of interest and support with 524 community events, and support from eight provinces and over 35 municipalities. Now, more than ever, we hope you will join the growing number of Canadians who are supporting National Teen Driver Safety Week. Your leadership can help save lives.**

We are asking you to introduce the attached proclamation to officially recognize National Teen Driver Safety Week, and lend your support to NTDSW via social and traditional media between Oct 16-22.

Please let me know if you will introduce a proclamation, and help raise awareness of National Teen Driver Safety Week. Thank you in advance for your leadership in helping Parachute, and all Canadians, take a stand on Teen Driver Safety.

Sincerely,



Louise Logan, BA JD
President & CEO, Parachute

DATE RECEIVED

JUL 25 2016

TOWN OF

HAPPY VALLEY-GOOSE BAY

TEMPLATE

NATIONAL TEEN DRIVER SAFETY WEEK

WHEREAS, driving is an important and exciting right of passage for youth. It is also one of the riskiest activities for young people to engage in;

WHEREAS, teen driver safety is a significant issue in Canada. Young drivers are over represented in all road-related injuries and fatalities.

WHEREAS, National Teen Driver Safety Week is a week dedicated to raising awareness and seeking solutions to preventable teen deaths on the road across Canada. Everyone has a role to play in creating change amongst their peers, in classrooms and in their communities;

THEREFORE, I/We, _____, _____ of _____, do hereby proclaim **the third full week in October as National Teen Driver Safety Week.**

SEMAINE NATIONALE SUR LA SÉCURITÉ DES CONDUCTEURS ADOLESCENTS

ATTENDU QUE apprendre à conduire est un rite de passage important et excitant pour les jeunes, mais que c'est également une des activités les plus risquées pour les jeunes ;

ATTENDU QUE la sécurité des conducteurs adolescents est un problème majeur au Canada et que les jeunes conducteurs sont surreprésentés parmi les victimes de blessures et les décès qui résultent d'accidents de la route ;

ATTENDU QUE la Semaine nationale sur la sécurité des conducteurs adolescents est une semaine dédiée à sensibiliser le public et à trouver des solutions pour éviter les décès d'adolescents sur les routes de l'ensemble du Canada et que nous jouons tous un rôle dans la mise en œuvre du changement parmi nos pairs, dans les salles de classe tout comme dans nos communautés ;

Je/Nous, _____, _____ de _____, déclare/déclarons en conséquence, par la présente, **la troisième semaine d'octobre la Semaine nationale sur la sécurité des conducteurs adolescents.**

Ministre des Affaires
autochtones et du Nord



Minister of Indigenous and
Northern Affairs

Ottawa, Canada K1A 0H4

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JUL 14 2016

Mayor Jamie Snook
PO Box 40, Station B
HAPPY VALLEY-GOOSE BAY NL A0P 1E0

Dear Mayor Snook:

Thank you for the opportunity to meet and greet with members of your local Chamber of Commerce and other community members on the evening of April 5, 2016.

The discussion with your members was very productive and informative. I was encouraged to hear about the progress on various projects and the success in job creation and economic development in the region. Many of the stories that I heard were truly inspiring.

Thank you again for meeting with me. I look forward to hearing about your continued success in all your endeavors.

Sincerely,

Hon. Carolyn Bennett, M.D., P.C., M.P.

RECEIVED
JUL 14 2016
HAPPY VALLEY-GOOSE BAY

Canada

JUL 21 2016

COR/2016/02857

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

Dear Mayor Snook:

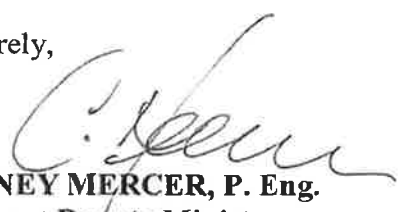
**Re: Building Canada Fund Communities Component
Water Main Replacements, Project #26712 (17-BCF-10-00014)
Water & Sewer, Project #26713 (17-BCF-10-00015)**

Section A.1.1 e of the Canada -Newfoundland and Labrador Building Canada Fund Communities Component amended agreement, stipulates a construction completion date of no later than November 30, 2016. As the above projects were projected to have cash flow in 2016/17, please ensure that the projects are completed and all claims for reimbursement of the federal and provincial shares claimed by November 30, 2016.

Any unspent federal funding remaining after November 30, 2016 will no longer be available for the project and the Department wishes to advise that it will not contribute in any way to the loss of federal funding associated with the project. In short, the municipality will be responsible to replace 100% of lost federal funding to complete the project.

Please ensure that all work is completed and claims submitted by November 30, 2016. On behalf of the program Oversight Committee, I thank you for your anticipated cooperation.

Sincerely,



CLUNEY MERCER, P. Eng.
Assistant Deputy Minister
Municipal Infrastructure and Engineering Branch

/jl

cc: Mr. Dan Hynes, Regional Director
cc: Mr. Bob MacAulay, Regional Manager
cc: Mr. Mike Hynes, P. Eng., Regional Engineer

DATE RECEIVED

JUL 26 2016

TOWN OF
HAPPY VALLEY - GOOSE BAY

JUL 27 2016

COR/2016/02944

Approval to Award Tender

Town of Happy Valley-Goose Bay
PO Box 40, station B
Happy Valley-Goose Bay, NL A0P 1E0
Fax: (709) 896-9454

Re: **Recreation Infrastructure Upgrades
Splash Pad, Kinsman Park and Bike Trail
17 MYCW 14 – 00020**

DATE RECEIVED
AUG - 2 2016
TOWN OF
HAPPY VALLEY-GOOSE BAY

Your consultants, CBCL Ltd. have recommended the acceptance of the tender submitted by **Melville Trucking & Excavating Ltd.** in the amount of \$ **574,076.55**. The consultant's recommendation is acceptable to this Department and you are hereby authorized to award the contract. If the Town of Happy Valley-Goose Bay agrees with this recommendation, please arrange through your consultant for the signing of the necessary contract documents at the earliest possible date.

All costs in excess of this amount will be 100% responsibility of the Town of Happy Valley-Goose Bay unless written approval of the Department is obtained prior to the expenditure of the funds.

Sincerely,



CLUNEY MERCER, P. Eng.
Assistant Deputy Minister
Municipal Infrastructure and Engineering Branch

| | |
|--|--|
| cc: Honourable Perry Trimper, MHA | cc: J. O'Leary, Administrative Officer |
| cc: C. Hollett, CET, CBCL Ltd. | cc: D. Hickey, Manager |
| cc: D. Hynes, P Eng., Western Director | cc: R. MacAulay, Regional Manager |
| cc: M. Hynes, P. Eng., Regional Engineer | cc: H. Khan, Director |
| cc: I. Duffett, P. Eng., Director | cc: S. Slaney, Tendering & Contracts |

Marg Hamel

July 27, 2016

To: Town Council, Happy Valley-Goose Bay, NL

On Thursday, July 21, 2016 at approximately 3:10 pm, I was in the left turning lane (turning towards lower valley) attempting to exit Tim Horton's parking lot, there was a large black truck turning into the parking lot. I inched my vehicle out into traffic for clearer visibility and was struck by an oncoming vehicle. While there is not much damage to either vehicle the emotional impact is great. The vehicle that struck me had two small children aboard and the outcome could have been much worse.


What I have outlined above is just one accident. Over the years I have seen many accidents in this area, and one accident is one too many. It is only a matter of time before something more tragic occurs in this area. It is a very dangerous spot with pedestrians trying to cross back and forth from the hospital and add transport trucks obstructing the view to the mix and it truly is a disaster waiting to happen.

The solution, to me, and other like-minded individuals is really quite simple. Instead of having the incoming and outgoing customer traffic in the one area, make it two, I would suggest a "U" shaped drive through method. What is the reason the exit is not separate and apart from the entrance of Tim Horton's?

When the entrance/exit was revamped a few years ago, why at that time, was the drive through made into a "U" shaped drive through then? Was it money? Because you can't put a price tag on someone's life. An ounce of prevention is worth a pound of cure. The next accident could be you and much more serious.

I am requesting that this drive through issue be revisited. I realize that Hamilton River Road is provincial jurisdiction and I have copied the relevant Ministers with this letter, but as community leaders safety is everyone's responsibility.

Thank you for time, I await a reply.


Marguerite Hamel,
Driving incident and accident free for 54 years

- c. Honourable Perry Trimper, MHA, Lake Melville
- Honourable Al Hawkins, Minister Transportation and Works
- Honourable Eddy Joyce, Minister Municipal Affairs
- Premier Dwight Ball, Minister Labrador and Aboriginal Affairs
- Mr. Rob Everard, Owner Tim Horton's HV-GB



July 25, 2016

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

RECEIVED
AUG - 4 2016
HAPPY VALLEY-GOOSE BAY

Dear Mr. Snook- Your Honour,

The Canadian Home Builders' Association - Newfoundland and Labrador (CHBA-NL), I would like to invite you and Doug Foster (Head of Planning) to attend a special meeting with the Associations Urban Council on Wednesday, September 21, 2016 at the Capital Hotel, St. John's at 9am.

The Urban Council was set up by the CHBA-NL Board of Directors in 2015 for representative members to discuss and assist the Association on advocating its position on topics related to urban development within the housing sector throughout the province. Over the past year, the Council has met on issues and challenges directly affecting new home construction and would like to have a broader discussion with municipalities in order to work collaboratively to address residential development within our province.


The agenda will be shared in advance of the meeting and topics will include housing affordability, building codes, development regulations and utility servicing.

By attending this meeting you will be joined by other urban municipalities who have chosen to be a member of CHBA-NL by annually committing to fees and participation on committees and regularly work with the association and its membership on topics related to residential development. If you would like to learn more about membership with the Association, please contact Victoria Belbin, CEO at the CHBA NL office to begin the conversation on how we can facilitate a stronger partnership.

We look forward to working together to find innovative solutions and welcome Mr. Foster's regular conversations on issues related to improving housing affordability and offering housing choices to consumers.

Please RSVP on or before Friday, August 26 to confirm your participation in this inaugural meeting of CHBA-NL's Urban Council and municipalities by contacting Kelly at admin@chbanl.ca or by calling 709.753.2000.

Sincerely,


Sheldon Colbourne
President, CHBA-NL



DATE RECEIVED

AUG 16 2016

TOWN OF
VALLEY ROSE HAY



MEMORANDUM

TO: Mayor and Councillors
FROM: Board Member
DATE: August 9, 2016
RE: Municipal Assessment Agency Update

The Board of Directors for the Municipal Assessment Agency met on July 29, 2016 in Channel-Port aux Basques. Committee meetings were held on July 28, 2016. Prior to the Board meeting on Friday morning, the Board met with representatives of the local municipalities.

The Board is pleased to confirm the appointment of Mr. Terry Peckham, Residential Manager, for the western region. Mr. Peckham has more than twenty years assessment experience, and most recently, he has been working as a Provincial Computer Assisted Mass Appraisal Specialist in our central region. Terry is professionally accredited, holding the M.I.M.A. designation from the Institute of Municipal Assessors (I.M.A.). He is also a member of the executive of the I.M.A., having been elected in June past as the 3rd Vice President of the Institute.

Terry will be transitioning to the Corner Brook office over the next several weeks and plans to be in place permanently in September.

Some of the other issues addressed by the Board, included:

- Town of Small Point-Broad Cove-Blackhead-Adam's Cove was welcomed as the Agency's newest client.
- Human resources, in particular the impact of retirements were reviewed.
- The Audited Financial Statements for 2015-16 have been published on the Agency's website, www.maa.ca.
- Review of Government Renewal Initiative.
- MAA Annual Information Session is tentatively scheduled for Thursday, October 6, 2016 during the Municipalities Newfoundland and Labrador Annual Convention and Trade Show.
- The draft Annual Report was reviewed.

I welcome hearing from you about any questions or concerns regarding the assessment service. Please feel free to contact me via email or phone.

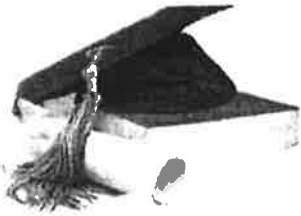
Sincerely,



Peggy Roche, **Urban Director**
Municipal Assessment Agency
Tele: 709-437-6193
Email: pegasus@nl.rogers.com



Deb Barney, **Labrador Director**
Municipal Assessment Agency
Tele: 709-927-5573
Email: fisher_barney@hotmail.com



2016 CLAR SIMMONS SCHOLARSHIP

Please remember the deadline for this year's Clar Simmons Scholarship is **Friday, August 19, 2016.**

Municipal Assessment Agency

Board of Directors 2016

Avalon Director

Mayor Elizabeth Moore
Clarke's Beach

Central Director

Mayor Robert Hobbs
Bishop's Falls

Eastern Director

Mayor Paul Pike
St. Lawrence

Labrador Director

Councillor Deb Barney
L'Anse au Loup

Urban Director

Councillor Peggy Roche
Torbay

Western Director

Mayor Dean Ball
Deer Lake

Taxpayer Representative

Mr. David Denine
Mount Pearl

Taxpayer Representative

Mr. David Blundon
Gander

**Representative of the Professional
Municipal Administrators (PMA)**

Ms. Vida Greening, Eastern Director (PMA)
Port Blandford

**Representative of Municipalities
Newfoundland Labrador (MNL)**

Mayor Dale Colbourne, Northern Director (MNL)
St. Lunaire - Griquet

