

MINUTES OF MEETING

GRAND FALLS-WINDSOR TOWN COUNCIL

VIDEO MEETING VIA TEAMS

7:00 P.M., TUESDAY, MARCH 8<sup>TH</sup>, 2022

PRESENT: Mayor: Barry Manuel  
Deputy Mayor: Mike Browne  
Councillors: Amy Coady, Holly Dwyer, Bob Hiscock,  
Andrew Little, Dave Noel  
Staff: Darren Finn, Chief Administrative Officer  
Nelson Chatman, Director of Public Works and  
Development  
Keith Antle, Director of Community Services  
Steve Gosse, Director of Corporate Services\Town  
Clerk  
Robyn Hannaford, Communications Officer  
Kara Hutchinson, Deputy Town Clerk

Prior to the meeting the Mayor read a Proclamation he signed for International Women’s Day – March 8<sup>th</sup>, 2022. He also signed a Proclamation for Easter Seals Month.

The Mayor called the meeting to order at 7:00 P.M. and asked for any errors or omissions to the Minutes of Meeting #555 of February 15<sup>th</sup>, 2022.

Motion

Browne\Coady

Be it resolved that the Minutes of Meeting #555 of February 15<sup>th</sup>, 2022 would be adopted as circulated. This motion carried by a vote of 7-0.

BUSINESS ARISING OUT OF THE MINUTES

None

DISBURSEMENT REPORT

Councillor Dwyer presented the Disbursement Report in the amount of \$1,290,006.26.

Motion

Dwyer\Little

Be it resolved that the Disbursement Report in the amount of \$1,290,006.26 would be received as circulated. This motion carried by a vote of 7-0.

COMMITTEE REPORTS

Community Services

The following report was presented by Deputy Mayor Browne.

Programs and Special Events

The Manager of Leisure Services and the Leisure Services Co-ordinator gave the Committee an overview of the programs and special events the Community Services Department have planned for this year. As the COVID restrictions continue to lessen staff are starting plans for many of our pre-COVID programs and events.

Sarah and Todd were excused from the meeting at 6:30 P.M.

Salmon Festival

The Director informed the Committee many of the Newfoundland and Labrador entertainers are booking up quickly for this summer as the NL Come Home Year announcement has generated a lot of interest in summer concert bookings.

The Committee recommends staff go ahead and book the entertainment for this year's Salmon Festival ensuring we stay within the proposed budget, and we utilize Newfoundland and Labrador entertainers.

### Qalipu Correspondence

The Committee discussed correspondence from the Qalipu First Nation regarding the development of an MOU between Qalipu First Nation and the Town highlighting possible future partnership initiatives on the development of Indigenous Interpretation at the Town's development at Gorge Park.

The Committee recommends staff continue to work with the Province and the Qalipu First Nation on this partnership.

### EXCITE Building

The Director updated the Committee on the status of the request from Central Health to utilize rental space at the EXCITE Building.

The Committee recommends staff continue to work with Central Health to utilize this rental space for health innovation.

### Sliding Hill Official Opening

The Committee discussed a date for the Sliding Hill Official Opening.

The Committee recommends staff keep an eye on the weather forecast and to plan an Official Opening in March, as soon as the weather permits.

### Health Accord NL Community Coalition Committee Update

The Director presented the Committee with a copy of the Minutes from the first meeting their Committee had on January 13<sup>th</sup>, 2022. Their Committee will continue to meet regularly and report back to Council with any developments.

### High Street Mural

Deputy Mayor Browne informed the Committee of discussions he had with a citizen regarding the condition of the mural on the concrete wall on High Street.

The Committee recommends the Director contact the citizen to investigate options to repair or replace the mural.

I move the recommendations and report of this Committee.

## Motion

Browne\Hiscock

Be it resolved that these recommendations and report would be adopted as circulated. This motion carried by a vote of 7-0.

Councillor Little stated that he received some feedback from a new mother who is very pleased with the first day of the “Mommy and Me” program, and she was very happy to get out with her new baby to participate. She was thrilled that this program was being offered and a lot of the credit should go to our Leisure Services Manager and our Leisure Services Officer for this program and many other programs. These events are what fosters that community spirit that we strive towards and wish for our community and she and many other people are grateful that these programs exist.

Mayor Manuel agreed that it is good to see any Minutes that reflect that we are getting back in the swing of things, what with “Come Home Year” and a lot of different activities planned. We have talked many times about the success of events we had pre-COVID and we look forward to getting back into that. People are anxious to get out and take part in programs, and it is great that we have a wide range of programs for all ages and abilities. Council have been focused for many years now on what we feel is quality of life initiatives and when we talk about the future of our community, industry, jobs, economy tax base are affected by the fact that we can provided a good life. We like to think that if and when a professional has a choice of where they want to move that Grand Falls-Windsor would be high on the list because of those programs and events that we have and the different recreational infrastructure such as walking trails, ski trails, arenas, etc... It is very important that we continue to have these programs not only just for adults, but for children as young as babies.

Councillor Dwyer advised that with respect to the Grand Falls-Windsor Community Health Care Coalition, there was a press release issued last Friday that is posted on our Facebook page and our website, and she encouraged everyone to have a look at it. There is another meeting scheduled for this Thursday and the Coalition is also going to be updating Council tomorrow. There have been interviews on CBC Morning Show, VOXM, Central Voice and NTV News, so she again encouraged everyone to review and follow everything that is up and coming with respect to what the Coalition is doing and advocating for. If anyone has any concerns or suggestions, please email [gfwhealthcoalition@gmail.com](mailto:gfwhealthcoalition@gmail.com).

## Corporate Services

The following report was presented by Councillor Dwyer.

### Land Sales Policy

The staff provided the Committee with analysis on possible changes to the Land Sales Policy, and its impact on future revenues.

The Committee recommends that Council review the documents and bring it back to the Committee of the Whole for further discussions.

### Enterprise Fleet Management

Staff provided an overview of the services offered by Enterprise Fleet Management as procured by the Canoe Procurement Program.

The Committee recommends staff to set up a virtual meeting with Enterprise Fleet Management to further discuss.

### Labour Report

The Committee reviewed the labour costs as of week eight (8). Total labour was \$469,936. This was \$40,239 (7.9%) under budget.

The Committee is pleased with the early results of the labour budget and recommends that staff continue to monitor labour costs moving forward.

### Disbursement Report

The Committee reviewed the Disbursement Report in the amount of \$1,290,006.26 and recommends this be presented at the next Council Meeting.

### Youth Advisory Committee.

The Committee reviewed a draft Youth Advisory Committee Terms of Reference.

The Committee suggested some changes that it would like staff to incorporate and bring back to a future Committee meeting.

### Heritage Advisory Committee

The Committee reviewed a draft Heritage Advisory Committee Terms of Reference.

The Committee recommends this Terms of Reference be approved and that staff contact the Heritage Society to start forming a Committee.

### Key Performance Indicators

The Director of Corporate Services\Town Clerk outlined four (4) Key Performance Indicators for Council's consideration. These Key Performance Indicators will be used moving forward to measure performance as compared to previous years and used to set goals.

The Committee recommends these Key Performance Indicators to be approved as proposed. The Committee is looking forward to further discussion on the information provided by these Key Performance Indicators.

### Federation of Canadian Municipalities Annual Conference and Trade Show 2022

The Committee reviewed the application information for the upcoming Federation of Canadian Municipalities Annual Conference and Trade Show.

The Committee recommends that any Councillor interested in attending this Conference should contact staff as soon as possible to let them know.

I move the recommendations and report of this Committee.

Motion

Dwyer\Noel

Be it resolved that these recommendations and report would be adopted as circulated. This motion carried by a vote of 7-0.

Councillor Dwyer advised with respect to the Key Performance Indicators, the four (4) that were presented were Total Taxation as a percentage of total assessment (taxation growth), Average Tax Per Household Income, Asphalt and Concrete Production and Debt Servicing Ratio. She believes they decided to also add Accounts Receivable to that list as another Key Performance Indicator.

The Chief Administrative Officer confirmed that is correct, and Accounts Receivable will be a part of the four (4) Key Performance Indicators identified.

## Public Works and Development

The following report was presented by Councillor Coady.

### Rezoning Request – 14 Church Road

The Committee reviewed the correspondence received concerning the rezoning request for 14 Church Road. The request was to rezone from Residential to Commercial Neighbourhood to accommodate the establishment of a café. Several responses were received, and the main concerns were adequate parking for the business, the potential increase in litter, and others believed there were other commercial areas downtown that could be used.

The Committee recommends staff meet with the applicant to discuss these issues to ensure the citizen's concerns are addressed. Also, it is important that all Regulations are reviewed thoroughly to ensure all requirements are met before moving forward.

### Crown Lands Referral – Grenfell Heights

The resident of 262 Grenfell Heights requested the Committee reconsider their Crown Lands application to use a section of land between Grenfell Heights and the Trans Canada Highway for development of hay. As the zoning in this area of Town is for future residential development, and the proposed use is not permitted in this zone, the application was denied in a previous meeting.

The Committee recommends the earlier decision be upheld as the request is in contravention of the Regulations.

### Sewer Flushing\Inspection Policy

The Committee discussed the current Sewer Flushing\Inspection Policy and some proposed changes that would help clarify some language.

The Committee recommends this be brought to a future Committee meeting to be discussed further.

### Resolutions – Municipal Plan Review

The Committee reviewed the latest update of the Municipal Plan Review. The Local Governance and Land Use Planning Division requires that the Flood Zone Mapping (1:20 and 1:100-year flood) that was completed in 2021 by the Water Resources Management Division be added to the Municipal Plan (and future

Land Use Map) and to the Development Regulations (Land Use Zoning Map). Therefore, the Resolution and mapping have been amended to comply with this requirement.

The Committee recommends these Resolutions be presented at the next public Council meeting.

### Gorge Park Development

The Committee was presented with the latest concept drawings of the Gorge Park Development. The Consultant requires feedback to continue with the design.

The Committee recommends all Council review the drawings and provide feedback to the Director of Public Works and Development who will address any issues or concerns with the Consultant.

I move the recommendations and report of this Committee.

Motion

Coady\Dwyer

Be it resolved that these recommendations and report would be adopted as circulated. This motion carried by a vote of 7-0.

The following Resolution was presented by Councillor Coady:-

RESOLUTION GF-W 2022-337  
TOWN OF GRAND FALLS-WINDSOR  
RESOLUTION TO APPROVE  
INTEGRATED COMMUNITY SUSTAINABILITY MUNICIPAL PLAN, 2022-  
2032

Under the authority of Section 16, Section 17 and Section 18 of the Urban and Rural Planning Act 2000, the Town Council of Grand Falls-Windsor:

- adopted the Town of Grand Falls-Windsor Integrated Community Sustainability Municipal Plan, 2022-2032 on the 1<sup>st</sup> day of June 2021;
- gave notice of the adoption of the Development Regulations, 2022-2032 for the Town of Grand Falls-Windsor by notification of the adoption of the Plan and Regulations, and to advise of the Public Hearing, the Notice was placed in the Town Hall and other Municipal Buildings, posted on the



Town's Facebook and Twitter Pages, as well as being posted in the News Section of the Town's Website as per Provincial Government COVID-19 protocol regarding Public Hearings;

- set the 9<sup>th</sup> day of July 2021 for the receipt of submissions for a non-physical Public Hearing for objections and submissions to submit to the Public Hearing Commissioner;
- accepted the Report of the Commissioner dated August 29<sup>th</sup>, 2021, for the Public Hearing for the Town of Grand Falls-Windsor Integrated Community Sustainability Municipal Plan, 2022-2032.

Now under the authority of Section 23 of the Urban and Rural Planning Act 2000, the Town Council of Grand Falls-Windsor approves the Integrated Community Sustainability Municipal Plan, 2022-2032, as amended:

- the addition of new Flood Risk Mapping (2021) provided by the Water Resources Management Division: the 1:20 year current climate condition and 1:100 year future climate condition Flood Lines on the Future Land Use Map.

Motion

Coady\Browne

Be it resolved that Resolution GF-W 2022-337 would be adopted as circulated. This motion carried by a vote of 7-0.

The following Resolution was also presented by Councillor Coady:-

RESOLUTION GF-W 2022-338  
URBAN AND RURAL PLANNING ACT, 2000  
RESOLUTION TO APPROVE  
THE TOWN OF GRAND FALLS-WINDSOR  
DEVELOPMENT REGULATIONS, 2022-2032

Under the authority of Section 16, Section 17 and Section 18 of the Urban and Rural Planning Act 2000, the Town Council of Grand Falls-Windsor:

- gave notice of the adoption of the Development Regulations, 2022-2032 for the Town of Grand Falls-Windsor by notification of the adoption of

the Plan and Regulations, and to advise of the Public Hearing, the Notice was placed in the Town Hall and other Municipal Buildings, posted on the Town's Facebook and Twitter Pages, as well as being posted in the News Section of the Town's Website as per the Provincial Government COVID-19 protocol regarding Public Hearings;

- set the 9<sup>th</sup> day of July, 2021 for the receipt of submissions for a non-physical Public Hearing to consider objections and submissions;
- accepted the Report of the Commissioner dated August 29<sup>th</sup>, 2021 for the Public Hearing for the Town of Grand Falls-Windsor Development Regulations 2022-2032.

Now under the authority of Section 23 of the Urban and Rural Planning Act 2000, the Town Council of Grand Falls-Windsor approves the Development Regulations, 2022-2032 for the Town of Grand Falls-Windsor as amended with the changes attached.

Motion

Coady\Little

Be it resolved that Resolution GF-W 2022-338 would be adopted as circulated. This motion carried by a vote of 7-0.

### Committee of the Whole

The following report was presented by Deputy Mayor Browne.

#### Support for Federal Bill C-229

The Committee reviewed a request from MP Peter Julian to support his Private Members' Bill that bans the use of symbols of hate.

The Committee recommends that Council support this request and send a supportive email to the MP.

#### Urban Municipalities Committee (UMC) Request to Host

The Committee discussed a request from Municipalities Newfoundland and Labrador to host an upcoming meeting. The Urban Municipalities Committee is a

Committee of municipalities that have a population greater than 3,000 who meet periodically to discuss issues of common interest.

The Committee recommends that the Town agree to hosting a future Urban Municipalities Committee meeting and that staff will work with Municipalities Newfoundland and Labrador to co-ordinate.

### Land Sales Policy Review

The Committee reviewed the Land Sales Policy and recommended the Policy be updated with commercial land priced at \$22.25 per square meter. This represents a reduction in land pricing of approximately forty percent (40%).

The Committee also recommended that metric be used when describing units of land, and that pricing adjustments be available for undeveloped and/or unserviced land that is unsuitable for development or is contaminated.

The Committee recommends that the new Policy be approved as presented.

### Enterprise Fleet Management

The Committee discussed a Fleet Management Program offered by Enterprise Fleet Management. This company manages light vehicle fleets to offer services in Atlantic Canada is new and has been enabled through the National Municipal Purchasing Program called “CANOE”. The use of CANOE is also approved by the Provincial Government.

The Committee recommends that management work towards finalizing an agreement with Enterprise Fleet Management to initially replace up to thirty-three (33) light vehicles by 2026 and to more frequently replace them thereafter as per the program and direction from the Town.

### Salmon Festival

The Committee discussed ongoing planning for the Salmon Festival.

The Committee recommends that staff continue with its planning and provide more updates in the next Committee meeting.

### Municipal Enforcement

Council discussed Activity Report from the Department of Municipal Enforcement and recommends that management undertake planning that is

necessary to improve enforcement activity and to improve visibility across the community.

### Grand Falls House

The Committee looked for an update on the transfer of the Grand Falls House and land. Staff reported that discussions were slow but ongoing. As well, staff reported that it intends to enter a Transfer Agreement with the Grand Falls House Foundation who will oversee care and management of the property on behalf of the Town once the Town obtains possession of the property from the Provincial Government. It is also understood that the Heritage Foundation will need some temporary financial support, but their needs are not fully known.

The Committee recommends that staff continue working with the Provincial Government to finalize this transfer.

I move the recommendations and report of this Committee.

#### Motion

Browne\Hiscock

Be it resolved that these recommendations and report would be adopted as circulated. This motion carried by a vote of 7-0.

Councillor Dwyer advised that she was approached by a resident that saw something on Facebook regarding Salmon Festival and Come Home Year and that there were grants available and thought that the Town of Grand Falls-Windsor had not applied for them. She clarified that the Town could not apply for the grant under \$400,000 because it was funding for smaller communities, but the Town did apply under a category that it was eligible for, and are hoping that it will be approved soon.

Mayor Manuel said it is safe to say that when it comes to funding availability and being pro-active the Town of Grand Falls-Windsor and staff are on top of all the grant opportunities big and small, they come from all over. We apply for multiple funding every year and have been relatively successful.

Councillor Little advised that in regard to the Land Sales Policy review that was just completed, he thinks it is a substantial step that Council has taken to reduce the land in the Maloney Street area by forty percent (40%). The reduction does signify that Grand Falls-Windsor is open for business and that we are encouraging businesses to move here.

Mayor Manuel agrees that it certainly is a big reduction and a good idea, he also noted that staff did a lot of work behind the scenes on that to get us to this

point. We are open for business, and open with communicating with prospective businesses or current businesses and look forward to paying dividends in the future and seeing additional businesses moving to Town.

### NOTICE OF MOTION

None

### OTHER BUSINESS

Councillor Hiscock advised that since our last Council meeting, we went through about 55cm of snow and then 40 mm of rain along with freezing, and of course our infrastructure took quite a pounding with broken waterlines, plugged sewer lines, etc... He wanted to give a big shout out to management and staff for the great job they did of getting our infrastructure back up and running with minimum delays in the process. He expressed that it was great to hear that the Salmon Festival is back this year with local entertainment, of which word is starting to get out and people are so happy and excited after two (2) years of COVID. Hats off to the Community Services staff who are doing a great job putting all of it together, many people can't wait for it to happen. Finally, we have received our new pumper at a cost of just over \$713,000 and the Town is bringing up all our firefighting equipment to standards to give the best service and protection to our residents as we always have under the direction of Chief MacKenzie and our firefighters.

Mayor Manuel stated our Fire Department are looking to recruit new members, please contact Chief MacKenzie or the Town Hall for information. We have an excellent Department that is as professional and effective as any around, so it is a great thing to get into if you are looking for something to do for your community.

Councillor Little advised that he received a question from a couple of citizens about garbage and recycling and they were wondering what would happen if they did not separate the garbage from recyclables. He wanted to clarify that the reason for the separation is because we would be fined, or our bill would go up if we did not separate when dropped off to the Central Newfoundland Waste Management facility. This would drive the costs up for disposing of our waste, so it is very important for citizens to continue doing this. The recyclables must also go in a container and not on the side of it. It can be in the same container that the household garbage bags are in.

Councillor Dwyer advised today is International Women's Day and she wanted to acknowledge a couple of groups of women. The first are some of our female employees that are working in non-traditional jobs. Jessica Saunders a Heavy Equipment Operator, Jessica Keats who is an Electrician and Jessica Reid who is a Volunteer Firefighter. These positions come with challenges and as a female additional challenges sometimes, so she wanted to acknowledge those employees and volunteer. She also wanted to acknowledge new moms, because the newborn stage can be challenging at the best of times, but during this Pandemic it resulted in some new moms have had little to no family help and it has certainly been challenging and she wanted to let them know that they are doing a wonderful job and it gets better. Lastly, she advised that March is National Pharmacist Month, so she wanted to thank the local pharmacists for providing important healthcare services in our community.

Deputy Mayor Browne wanted to congratulate some residents who recently celebrated milestones within the last two (2) weeks in our community. Ann Burke who celebrated her 90<sup>th</sup> birthday and Phoebe Hennessey who also celebrated her 90<sup>th</sup> birthday. He congratulated them both on their special day and said it was an honour to present both of them with their Town of Grand Falls-Windsor certificates on behalf of the Mayor and Council.

Councillor Coady advised that our new street sweeper is scheduled to arrive on March 28<sup>th</sup>, which is great news, and we are looking forward to that. We do use the street sweeper a lot, not just for cleaning the roads to keep debris from getting into our sewer system, but also for the safety of motorists and motorcyclists. This equipment along with the new pumper truck is a lot of money spent by the Town of Grand Falls-Windsor on equipment that is necessary to perform the operations that we do in the Town from fire services to road maintenance. In regards to International Women's Day, there are so many magnificent women in this community and right across the Province that deserve recognition not just on International Women's Day, but every day. The theme of this year's International Women's Day is "#BreakTheBias" and we are making inroads when it comes to gender equality and pay equity. Councillor Dwyer mentioned our employees that are in the non-traditional roles like firefighter, electrician and heavy equipment operator, which is amazing to see, and they are so good at their jobs, and we are so proud to have those strong females working in our organization. This also goes out to all the other females we have working for us in the organization, thank you to everybody for everything that you do. On the political side Councillor Dwyer, herself, and in the Council meeting Robyn Hannaford our Communications Officer, Kara Hutchinson our Deputy Town Clerk, instrumental to the organization as well so keep up the great work. We appreciate having a day dedicated to women, so we will take this day and celebrate it, but we will also celebrate each

other every day. She advised that she has been talking very frequently about regionalization, which is a very important topic for the Province. She stated that we do have strong partnerships in Grand Falls-Windsor, and we follow the concept of regionalization in our organization in several ways. We have a partnership with Bishop's Falls, Peterview, Botwood and Northern Arm on the sharing of fresh clean drinking water, animal control services, fire and emergency services. Our Fire Department and the Bishop's Falls Fire Department cover for each other when emergencies arise and even in the case of the Firefighter's Annual Banquet. It is about co-operation, it is a partnership and a way of providing services to our regions to keep us all sustainable. There is a lot of talk and valid concerns from the Local Service Districts and unincorporated areas, and we do have some of those areas in our region which Municipalities Newfoundland and Labrador welcome the opportunity to hear them. Municipalities Newfoundland and Labrador have done several webinars with the Membership to update them on what is in the Report and how the Report will roll out including what the concepts are for regionalization. More webinars will follow, so she encouraged all Councillors across the Province to participate in those webinars to ensure that you are informed and when they are approached by someone asking questions, they can give them the appropriate information of what is happening. Municipalities will govern the same way they have always governed, and larger municipalities will be exempt from this process. She said she is looking forward to continued communication on that, as it is important to our Province to continue to move ourselves forward and be attractive for bringing people into our Province.

Mayor Manuel mentioned there was an incident in this Town last night that required RCMP attention, and we are glad to see that everyone is ok with no major injuries. Our Municipal Enforcement Officers were called upon by the RCMP to take care of the traffic perimeter, and we not only heard through the media reports, but also from an email received from the Staff Sergeant how professional and how big of a help our Municipal Enforcement Officers were by effectively holding that perimeter and making sure that the traffic was not getting close to the scene. He wanted to mention that publicly and acknowledge the great job by our Municipal Enforcement Officers. Mayor Manuel sent out congratulations to Jim and Sherry Ralph who now have their new business location opened, Jim's Value Grocer on King Street. The former Booth Memorial High School is now a grocery store that has moved from its location just down the street on Thirteenth Avenue. This process took a lot of work, patience and diligence on the part of the Ralph family to get this completed, so congratulations to them. Lastly, he stated that with the world these days and the economic hit on people that has been difficult enough, but now with the price of gas and groceries continuing to increase the people that are finding it tough are now finding it tougher. If you can find a way that you can

support someone by giving them a hand, or even donating to the Food Bank now is a good time to do so. The reality of the situation we are living in now is that there are a lot of people that are dependent on our Food Banks to put food on their tables. He wanted to encourage everybody to help if you can and if you are able.

Motion

Dwyer\Coady

Be it resolved that the meeting of the Grand Falls-Windsor Town Council would be adjourned until the next regular scheduled meeting of March 29<sup>th</sup>, 2022. This motion carried by a vote of 7-0.

The meeting adjourned at 7:54 P.M.

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Barry Manuel  
Mayor

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Darren Finn  
Chief Administrative Officer