

MINUTES OF MEETING

GRAND FALLS-WINDSOR TOWN COUNCIL

HELD IN THE TOWN HALL

7:00 P.M., TUESDAY, MARCH 7<sup>TH</sup>, 2023

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

Prior to the meeting the Mayor signed Proclamations for International Women’s Day (March 8<sup>th</sup>) and Purple Day for Epilepsy (March 26<sup>th</sup>).

The Mayor called the meeting to order at 7:06 P.M. and asked for any errors or omissions to the Minutes of Meeting #572 of Tuesday, February 14<sup>th</sup>, 2023.

Motion  
Dwyer\Little

Be it resolved that the Minutes of Meeting #572 of Tuesday, February 14<sup>th</sup>, 2023 would be adopted as circulated. This motion carried by a vote of 6-0.

BUSINESS ARISING OUT OF THE MINUTES

None

## DISBURSEMENT REPORT

Councillor Dwyer presented the Disbursement Report in the amount of \$585,268.01.

Motion

Dwyer\Browne

Be it resolved that the Disbursement Report in the amount of \$585,268.01 would be received as presented. This motion carried by a vote of 6-0.

## COMMITTEE REPORTS

### Community Services

The following report was presented by Deputy Mayor Browne.

#### 2023 Provincial Special Olympics

The Committee discussed the upcoming Special Olympics Winter Games scheduled for March 9<sup>th</sup> – 12<sup>th</sup>.

The Director informed the Committee that staff are preparing for the event, the meets and setting up the track and equipment required in anticipation of snow in the coming weeks.

#### Exploits Valley Renewable Energy Corporation

The Committee reviewed the correspondence from Exploits Valley Renewable Energy Corporation on their upcoming Open House scheduled for Thursday, February 23<sup>rd</sup> at the Classic Theater.

The Director informed the Committee that the Economic Development Manager will be attending on behalf of the Department and Councillors were also encouraged to participate. The Committee also discussed the importance of citizens being part of this important wind energy development discussion and recommends that staff post the information about the upcoming consultation. The Committee believes that the scale of development being discussed has the potential to be transformational to the economy of the Central Region, so it is supportive in principle of this concept. The Committee looks forward to learning more about

this growing green energy sector and understanding more about the benefits that can be derived for the Region and Province.

### Sliding Hill Grand Opening

The Committee discussed when the Grand Opening would be for the newly constructed sliding hill.

The Committee recommends that the Grand Opening date be set for Friday, March 3<sup>rd</sup> from 5:00 P.M. to 6:30 P.M., if weather and snow conditions permit. The staff will prepare hot chocolate, popcorn and hot dogs for the families and citizens who come. All citizens are welcomed to enjoy a fun night and take part in an evening of sliding on the hill.

### Town Hall Lighting

The Committee discussed options for adding lights to the Town Hall that can change colours.

With all the requests from outside groups to change the colour on the Town Hall as part of their effort to recognize special occasions or events led by community groups, it is recommended to install lighting that could easily accommodate this demand without physically switching bulbs. The Committee also recommended that the Town Hall gable end and eaves above the main entrance receive some maintenance.

The Director and the Public Works and Development Director will co-ordinate together to get this done in 2023.

### Bryan Blackmore Letter

The Committee discussed a request from Bryan and Vera Blackmore about celebrating the 75<sup>th</sup> Anniversary of the Joe Byrne Memorial Stadium in 2023.

The Committee discussed several options for the coming year but recommended to formally acknowledge this milestone during the Exploits Valley Salmon Festival's Thursday night Salmon Dinner. The Committee also recommended that the Director establish a Working Committee consisting of staff, Deputy Mayor Browne, and a couple of residents to develop some plans. The Sub-Committee will report back to the Committee at a later meeting for more discussion.

### Central Health Correspondence

The Committee discussed an email from Central Health thanking Town staff for their recent participation in a Doctor Recruitment Event. The Committee was pleased to learn that the two (2) Doctors later choose to settle in Grand Falls-Windsor when they finish their training.

The Committee recommended that staff continue with these efforts.

### RNC Correspondence

The Committee reviewed correspondence from the RNC looking for support with their 33<sup>rd</sup> Annual Crime Prevention Guide. This year's focus is the development of a "Teenagers Drug Abuse Prevention Handbook" to help show High School children the consequence of consuming street drugs that may include life threatening Fentanyl and other potentially deadly substances.

The Committee recommends supporting this effort by purchasing a 1\8 page colour ad. The Director will contact the RNC and work with them on the layout.

### Other

The Committee had some discussion on the snow build up around the Joe Byrne Memorial Stadium and the need to clean up and remove this snow efficiently.

The Chief Administrative Officer and Director of Community Services will work with the Department of Public Works and Development on a solution.

The Committee had some discussion about an email sent to them with concerns about stadium dressing rooms and the manner in which they are scheduled.

The Committee recommends that the Director follow up with the resident.

The Committee reviewed the new Government Special Assistance Grant for communities and for seniors.

The Committee recommends that the Director discuss options with the Public Works and Development Director and develop an application. Options considered by the Committee include community kayak launch and building upgrades for Senior's Clubs. The Director will report back to the Committee later.

The Committee had some discussion on the scheduled Mid-Winter Bivver events planned for next week.

The Director informed the Committee that pending any more loss of snow that all events will run from March 3<sup>rd</sup> – 4<sup>th</sup> and invites citizens to participate. There is a schedule of events posted online including all the details about food that will be served.

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 6-0.

Deputy Mayor Browne commented on the Mid-Winter Bivver, the first event since 2019, with approximately forty (40) machines on the trail ride and around one hundred (100) people attended the dinner at the Legion. At the dinner, Councillor Noel was acknowledged for sixteen (16) years served as President of Exploits TrailNet. Congratulations! The trails are world-class and a destination for people around the island.

Deputy Mayor Browne also commented on the Special Olympics taking place this weekend in Grand Falls-Windsor. The Opening Ceremonies are happening on Thursday evening at the Joe Byrne Memorial Stadium. We are hosting around 225 athletes and 100 volunteers and coaches to celebrate the Winter Games.

Councillor Noel encouraged residents in Grand Falls-Windsor and surrounding areas to educate themselves about renewable energy and the latest technological changes.

### Public Works and Development

The following report was presented by Councillor Hiscock.

#### Community Gardens

The Committee discussed a request from Community Gardens to assist with some work as the location on Lincoln Road adjacent to the Curling Club.

The Committee recommends staff work with the group to facilitate their request.

### Amber Estates

The Committee welcomed Scot Barnes to the meeting at 5:55 P.M.

Mr. Barnes delivered a presentation to the Committee regarding Amber Estates. This is a development that was started several years ago to construct some senior housing. Mr. Barnes is now requesting the Town complete a section of paving on the Town's right-of-way for the initial 100m.

Mr. Barnes was excused from the meeting at 6:30 P.M.

The Committee recommends staff investigate his request further and provide more information at the next Committee meeting.

### Corduroy Developers Limited

The Committee reviewed correspondence from Corduroy Developers Limited on the following:-

- 1) Corduroy Developers Limited will require access to land that is currently granted to the Town to move forward with the next phase of development. Land in this area was granted to the former Town of Windsor for a cemetery. If it is to be used for other purposes the Town must purchase or release it back to Crown Lands.

The Committee recommends the areas required for the Corduroy Developers Limited be returned to Crown Lands.

- 2) The Developers would like the Town to revisit the issue of the private land leased from Crown Lands on McCarthy Street. The Court Case has been idle for several years and they would like an update on the status.

The Committee recommends staff follow up with legal counsel for more information.

- 3) Corduroy Developers Limited has requested the Town to construct a roadway from the EXCITE Building to the future Barnett Street to facilitate a gravity sewer line construction and eliminate the need for a lift station. In addition, this could make additional land available for development.

The Committee recommends this be denied. The Developers can design and construct the roadway and sewer line as per the Town's

Standards as part of their development, but the Town will not participate in the development.

### 226 Grenfell Heights Land

The Committee reviewed an offer from the owner of 226 Grenfell Heights to sell property to the Town. This land has potential for a future residential development that would tie into other Town land in the area and connect to Molloy Street once completed. There is approximately two (2) hectares of land available.

The Committee recommends staff reach out to the property owners to discuss a price and bring it back to the Committee for discussion.

### Downtown Land for Sale

The Committee reviewed an appraisal for commercial land that is for sale in the downtown area. The two (2) properties are 6 Mill Road and 2-4 High Street. The Town uses most of this land now as additional parking for the downtown area.

The Committee recommends staff negotiate with the owner and bring it back to the Committee for further discussion.

### Crown Land Referral – Grenfell Heights

The Committee reviewed a referral from Crown Lands for 1.81 hectares behind 294 Grenfell Heights. The applicant has a proposal for a new residential development of thirty-four (34) lots. The proposal is a sketch only with no detailed engineering drawings.

The Committee recommends that this not be approved at this time. The applicant would need to present a more detailed concept and enter into a Subdivision Agreement with the Town before approval is granted.

### Discretionary Use – 20 Cromer Avenue

The Committee reviewed a request from a business at 20 Cromer Avenue to have mini storage units within the building. This type of use is identified as a discretionary use in the Commercial General Zone of the Town of Grand Falls-Windsor Development Regulations 2022-2032. A notice was mailed to adjacent property owners and posted on the Town's social media sites. There were no objections or concerns received.

The Committee recommends this be approved pending approval from Service NL and other Government agencies are required.

Discretionary Use – 3 Queensway

The Committee reviewed a request from a business at 3 Queensway to use the upper level of the new proposed development as a short-term rental. This type of use is identified as a discretionary use in the Commercial General Zone of the Town of Grand Falls-Windsor Development Regulations 2022-2032. A notice was mailed to adjacent property owners and posted on the Town’s social media sites. There was one objection received.

The Committee recommends this be approved pending approval from Service NL and other Government agencies as required.

Development Regulations and Municipal Plan

The Committee reviewed the update Development Regulations Amendment No. 1, 2022. There were no submissions received for the scheduled Public Hearing, therefore the Hearing was cancelled. The amendment is now ready to be approved and registered.

The Committee recommends this be approved and a Resolution be prepared for the next Public Council Meeting.

I move the recommendations and report of this Committee.

Motion

Hiscock\Little

Be it resolved that these recommendations and report would be adopted as circulated. This motion carried by a vote of 6-0.

Chief Administrative Officer Darren Finn commented on the Discretionary Use for 3 Queensway that the Minutes do not reflect one objection that was received.

The following Resolution was presented by Councillor Hiscock:-

Resolution GF-W 2023-358  
Revised Schedule “A”  
Multi-Year Capital Works Program

WHEREAS: the Town of Grand Falls-Windsor qualifies for funding under the Provincial Multi-Year Capital Works Program; and



WHEREAS: all projects and funding allocation under these Agreements must be approved through the Department of Transportation and Infrastructure; and

AND WHEREAS: the Town of Grand Falls-Windsor has available funding remaining in the Multi-Year Capital Works Program and has to re-profile funding;

THEREFORE BE IT RESOLVED: that the Town of Grand Falls-Windsor approves the funding relocation and the revised Schedule “A”.

Motion

Hiscock\Little

Be it resolved that Resolution GF-W 2023-358 would be adopted as presented. This motion carried by a vote of 6-0.

The following Resolution was presented by Councillor Hiscock:-

Resolution GF-W 2023 -359  
Urban and Rural Planning Act, 2000  
Resolution to Approve  
Town of Grand Falls-Windsor Municipal Plan Amendment No. 1, 2022

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:

- a) adopted the Amendment No. 1, 2022 to the Town of Grand Falls-Windsor Municipal Plan on the 24<sup>th</sup> day of January, 2023.
- b) gave notice of the adoption of the Amendment No. 1, 2022 to the Town of Grand Falls-Windsor Municipal Plan by posting the Notice at the Windsor Stadium and at the Joe Byrne Memorial Stadium. The Notice was published in the “Central Wire” on February 1<sup>st</sup> and 8<sup>th</sup>, 2023. As well, the Notice was posted on the Town Webpage, Facebook page and on Twitter. Proof of notification is attached to this document.
- c) set the 15<sup>th</sup> day of February 2023, for the submission of objections\ submissions for the Commissioner responsible for the Public Hearing to consider objections and submissions.

Now under the authority of Section 23 of the Urban and Rural Planning Act, 2000, the Town Council of Grand Falls-Windsor approves the Amendment No. 1, 2022 to the Town of Grand Falls-Windsor Municipal Plan as adopted.

Motion

Hiscock\Browne

Be it resolved that Resolution GF-W 2023-359 would be adopted as presented. This motion carried by a vote of 6-0.

The following Resolution was also presented by Councillor Hiscock:-

Resolution GF-W 2023-360  
Urban and Rural Planning Act, 2000  
Resolution to Approve

Town of Grand Falls-Windsor Development Regulations Amendment No. 1, 2022

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;

- a) adopted the Amendment No. 1, 2022 to the Town of Grand Falls-Windsor Development Regulations on the 24<sup>th</sup> day of January, 2023.
- b) gave notice of the adoption of the Amendment No. 1, 2022 to the Town of Grand Falls-Windsor Development Regulations by posting the Notice at the Windsor Stadium and at the Joe Byrne Memorial Stadium. The Notice was published in the “Central Wire” on February 1<sup>st</sup> and 8<sup>th</sup>, 2023. As well, the Notice was posted on the Town webpage, Facebook page and on Twitter. Proof of notification is attached to this document.
- c) set the 15<sup>th</sup> day of February 2023, for the submission of objections\ submissions for the Commissioner responsible for the Public Hearing to consider objections and submissions.

Now under the authority of Section 23 of the Urban and Rural Planning Act, 2000, the Town Council of Grand Falls-Windsor approves the Amendment No. 1, 2022 to the Town of Grand Falls-Windsor Development Regulations as adopted.

Motion

Hiscock\Noel

Be it resolved that Resolution GF-W 2023-360 would be adopted as presented. This motion carried by a vote of 6-0.

The following Resolution was also presented by Councillor Hiscock:-

Resolution – GF-W 2023-361  
Revised Schedule “A”  
Multi-Year Capital Program

WHEREAS: the Town of Grand Falls-Windsor qualifies for funding under the Provincial Multi-Year Capital Works Program;

WHEREAS: all projects and funding allocation under these Agreements must be approved through the Department of Transportation and Infrastructure;

AND WHEREAS: the Town of Grand Falls-Windsor has available funding remaining in the Multi-Year Capital Works Program and has to re-profile funding;

THEREFORE BE IT RESOLVED: that the Schedule “A” be revised and funding be relocated as per attached Schedule “A”.

Motion

Hiscock\Dwyer

Be it resolved that Resolution GF-W 2023-361 would be adopted as presented. This motion carried by a vote of 6-0.

Committee of the Whole

The following report was presented by Deputy Mayor Browne.

### Municipal Enforcement Officers Activity Report

The Committee welcomed Municipal Police Chief Rus Thibault to the meeting and reviewed the Municipal Police Activity Report for 2022. Police activity is tracked statistically based on regulation type and this is rolled up into monthly and year-to-date reports. In 2022, there were a total of 1,806 calls for services, an increase from 683 calls for service in 2021 (also a COVID year). Notably, the Department was reduced by one (1) Officer for approximately half of the year in 2022, but still issued 1,341 violation notices.

The Committee was pleased with the activity in 2022 but encouraged staff to continue to find improvements and to fill the vacant position as soon as possible. As well, the Committee recommended staff investigate the following and report back to the Committee: -

1. Wildlife Officer responsibilities and mandate for enforcing ATV Regulations within Town limits.
2. Scheduling options for overnight Municipal Enforcement Officer patrols.

Chief Constable Thibault was excused from the meeting at 5:30 P.M.

### YMCA

The Committee welcome representatives from the YMCA at 5:30 P.M. to discuss their financials and operations.

The organization is reporting 1,338 members as of January 2023 with a net projected revenue of \$2,537,998 and a net projected loss of \$172,289 that is related to pool operations. The YMCA is seeking a grant of \$60,000 as a contribution to help off-set this loss.

The Committee recommends that staff review the information discussed and bring the request back to a future Committee meeting for consideration and a decision for the YMCA. The Committee also recommends that staff undertake some efforts to estimate Capital needs at the YMCA and bring back a plan to Council for consideration in future budgeting.

YMCA representatives were excused from the meeting at 6:30 P.M.

Residential Development Proposal in an Area of Queensway Commercial-General  
Zone

The Committee welcomed Mr. Burt to the meeting at 6:35 P.M. Mr. Burt discussed his interest in constructing quadplexes in an area zoned Commercial-General on Queensway. Rezoning that area would be required.

The Committee recommends that the process for rezoning can start if a suitable development proposal can be finalized and presented to Council. Such a proposal must include a private road that would be a sole connection onto Queensway. A final decision related to rezoning would be made by Council at the end of the necessary legislated rezoning process.

Mr. Burt was excused from the meeting at 6:50 P.M.

Capital Works Plan

The Committee discussed the Multi-Year Capital Funding – Schedule “A” and staff’s recommendations to reallocate \$125,000 from the Public Works Depot to the Bank Road Waterline and Storm Sewer replacement job on Bank Road.

The Committee supports this reallocation and recommends it be approved.

I move the recommendations and report of this Committee.

Motion

Browne\Little

Be it resolved that these recommendations and report would be adopted as circulated. This motion carried by a vote of 6-0.

Councillor Noel commented on the Municipal Enforcement Officers Report and noted the Town receives many calls about ATV traffic. The Town Council is limited in what they can do for patrolling this issue, the onus lies with the Enforcement Department. He also wanted to let residents know we are and will continue to work with these agencies to come to an agreement for accessibility for ATV’s.

Corporate Services (1 of 2)

Also attending the meeting was guest Bruce Keats, resident of Circular Road.

The following report was presented by Councillor Dwyer.

#### Guest Resident at 103 Circular Road

Bruce Keats, a resident from Circular Road joined the meeting to discuss water problems in his area of Town. He was wondering about the timeline on the Capital job and wanted to find a solution to fix the issues permanently.

The Committee recommends that staff continue to look into ways to fix the water issues in the Circular Road area and keep Mr. Keats up-to-date if there are any developments.

Mayor Barry Manuel had a prior commitment and had to leave the meeting at 6:45 P.M.

Bruce Keats was excused from the meeting at 7:00 P.M.

#### Labour Report

The Committee reviewed the labour costs as of week seven (7). Total labour was \$458,475. This was \$7,395 (1.6%) under budget.

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

#### Disbursement Report

The Committee reviewed the Disbursement Report in the amount of \$585,268.01 and recommends this be presented at the next Council Meeting.

#### Youth Advisory Committee

The Director of Corporate Services\Town Clerk provided the final draft of the Terms of Reference for the Youth Advisory Committee.

The Committee recommends Council to review these Terms of Reference and provide feedback to staff and bring back to the next Corporate Services meeting.

#### Provincial Drama Festival Request

The Committee reviewed a request for funding toward the Provincial Drama Festival from Northcliffe Drama Club. Council originally budgeted \$10,000 for

this event back in 2020; however, it was postponed until 2023 due to COVID.  
The Committee recommends approval of \$10,000 once again for 2023.

### Building Age Friendly Community Grant

The Committee discussed an application for the Building Age Friendly Community Grant that will provide heating and cooling for the users at the 50+ Club. The Grant provides ninety percent (90%) funding for the project.

The Committee recommends approval of this project and recommends that staff complete the application.

I move the recommendations and report of this Committee.

Motion

Dwyer\Browne

Be it resolved that these recommendations and report would be adopted as circulated. This motion carried by a vote of 6-0.

Councillor Hiscock commented on the ongoing water quality issues downtown. He advised that a contract has been awarded and shovels will be on the ground as soon as the weather permits.

Councillor Dwyer commented on the Youth Advisory Committee. The Committee is hoping to finalize the Terms of Reference and present them at the next Council meeting to get the Committee up and running.

### Corporate Services (2 of 2)

Prior to the reading of this report Deputy Mayor Browne was excused from the meeting at 7:48 due to a perceived conflict of interest.

The following report was presented by Councillor Dwyer.

Deputy Mayor Mike Browne, who is also the Executive Director of the Grand Falls Golf Course, was not included in this part of the meeting due to a perceived conflict of interest.

### Golf Course Request

The Director of Corporate Services\Town Clerk and Chief Administrative Officer updated the Committee about a meeting they had with the Grand Falls Golf Club Executive regarding potential upgrades to the Course. The Executive provided details about their plan, including borrowing costs, and have asked Council to consider supporting the project in some way. This is a significant investment for the Grand Falls Golf Club, and the Committee appreciates that the Club is looking to make improvements to the golf experience in Grand Falls-Windsor.

The Committee recognizes that any support from the Town will also be significant, and therefore the Committee has asked that staff perform some additional analysis on the feasibility of the project and to discuss at a future Committee meeting. Once the Committee has more information, they will invite the Grand Falls Golf Club Executive to a Committee meeting to discuss with them.

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 5-0.

Deputy Mayor Browne returned to the meeting at 7:51 P.M.

### NOTICE OF MOTION

None

### OTHER BUSINESS

Deputy Mayor Browne acknowledged local hockey player Hillary Taylor who recently played in the Canada Winter Games in Prince Edward Island. She is the only athlete from Grand Falls-Windsor to participate in the Games. He commented on two (2) major upcoming projects for the Heritage Society, including the transfer of the Loggers' Life Museum from Beothuck Park to the Heritage Centre location on Scott Avenue, as well as the construction of a replica of the old Main Street Railway Station. He also acknowledged Rick Terry, who



ensured the rink at Rushy Pond was suitable for skating throughout the winter. Good work!

Councillor Noel echoed the Deputy Mayor's comments about the Mid-Winter Bivver. There is a lot of work involved, congratulations to our Director of Community Services, Todd Mercer, on the great vision and planning for this event.

Councillor Hiscock asked residents to monitor our social media pages about upcoming events. He asked residents to exercise patience and caution when heavy equipment is removing snow in cul-de-sacs and on narrow streets. He also acknowledged the loss of local musician Lorne Way and expressed condolences to his friends and family.

Councillor Little acknowledged the Grand Falls-Windsor Minor Hockey Association who hosted two (2) invitational tournaments this past weekend for U11 and U18. The Cataracts won gold medals in both tournaments.

Councillor Dwyer advised she had been contacted by residents in the Lind Avenue\St. Catherine Street area who have received notification about rezoning the Millcrest school property and expressed concerns. For those unaware, Millcrest school was purchased by a developer with plans to transform the property into beautiful condominiums, prompting a zoning change from Public Use to Residential. The former gymnasium will change from Public to Commercial General-Reduced with intent to be used as a warehouse for medical supplies for Central Health. She also acknowledged the recent passing of Gordon Pinsent and advised that the Town is planning to commemorate his memory.

## ADJOURNMENT

Motion

Dwyer\Little

Be it resolved that the meeting of the Grand Falls-Windsor Town Council would be adjourned until the next regular scheduled meeting of Tuesday, March 28<sup>th</sup>, 2023. This motion carried by a vote of 6-0.

The meeting adjourned at 8:14 P.M.

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Barry Manuel  
Mayor

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Darren Finn  
Chief Administrative Officer