

MINUTES OF MEETING

GRAND FALLS-WINDSOR TOWN COUNCIL

7:00 P.M., TUESDAY, OCTOBER 3RD, 2023

PRESENT: 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
 Todd Mercer, Director of Community Services
 Robyn Hannaford, Communications Officer

Prior to the meeting the Deputy Mayor read out two (2) Proclamations that were signed for Energy Efficiency Week September 23rd to September 29th and Wrongful Conviction Day October 2nd and signed two (2) Proclamations for National Breastfeeding Week October 1st – 7th, 2023 and National Child Abuse Prevention Month.

The Deputy Mayor called the meeting to order at 7:00 P.M. and asked for any errors or omissions to the Minutes of Meeting #581 of Tuesday, September 12th, 2023.

Motion
 Dwyer\Little

Be it resolved that the Minutes of Meeting #581 of Tuesday, September 12th, 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 \$1,148,258.83.

Motion

Dwyer\Hiscock

Be it resolved that the Disbursement Report in the amount of \$1,148,258.83 would be received as presented. This motion carried by a vote of 6-0.

COMMITTEE REPORTS

Community Services

The following report was presented by Councillor Little.

Seniors Wellness Show

The Director informed the Committee that work has started on the Seniors Wellness Show scheduled for October 5th from 10:00 A.M. to 2:00 P.M. at the Joe Byrne Memorial Stadium. There are thirty-five (35) exhibitors confirmed with additional companies who have shown interest. The Show will provide educational sessions, live entertainment, and free health snacks throughout the day. All seniors in the region are encouraged to attend.

Community Kitchen Correspondence

The Committee reviewed the correspondence from the Community Kitchen.

The Committee recommended that the Director meet with the group and assist where possible with existing programs.

Special Events List

The Director informed the Committee of the special events that are planned for the rest of the year.

The Committee reviewed the list and recommended that we post the upcoming events on social media, so the community has as much advance notice

as possible. The Director also informed the Committee that he has received some interest from businesses in the community about helping with sponsorship for some events. It was also recommended that the Director continue working with any business who express interest, especially the “Christmas Lighting” events and the Giveback Campaign. The Director informed the Committee that staff are planning a Wine event in November and hope to have more details available in the coming weeks.

Central NL Female Winter Games Basketball Correspondence

The Committee reviewed the correspondence from Central NL Female Basketball Team asking to use the outdoor courts on September 30th.

The Committee recommends that we allow the Team to use the courts and make a post on social media to inform the public about the scheduled activities and share the Loan Out Policy information, so the group understands how to access any required Town equipment.

Invited Guest – Sparkling Blades Figure Skating Club (6:00 P.M.)

The Committee met with the Executive of the Sparkling Blades Figure Skating Club on the upcoming skating season. The Club informed the Committee about some of their challenges for this year including the retirement of their long-time coach and lower than expected registrations.

The Committee recommended that the Director continue working with the Club to help in any way possible and report back to the Committee at the next meeting about options and recommendations. The Committee was very appreciative of the obvious hard work and dedication shown by the Executive Members to keep the Club operating.

Invited Guest – Grand Falls-Windsor Community Garden (6:30 P.M.)

The Committee met with the Executive of the Community Garden Club to learn about their future plans for expanding the site. The Garden Club informed the Committee of several ideas for expansion of the site that may include planting fruit trees, installing additional beds for community food banks, constructing rest areas and a small educational compost site.

The Committee recommends that the Public Works and Development Department develop a draft site plan layout for future development and present it to the Committee for future discussion.

Other Business

The Committee had some discussion on a proposed date for the Grand Opening of the newly constructed Skateboard Park expansion.

The Committee recommended that the Community Services Department host the event on Monday, October 2nd, at 5:00 P.M., weather permitting. There will be popcorn and hot dogs available for the guests. It was recommended that we post the event on our social media sites and encourage all the kids who use the site to attend. It was also recommended that we have prize draws for the event such as a skateboard, bike, and scooter.

The Committee had some discussion on a written request from Exploits Valley High asking for the use of the Main Street Clubhouse for the Grad Decorating Committee.

The Committee recommends that we allow the Graduation parents to use the facility as they have done in previous years.

The Director informed the Committee on a written request from Impact Hockey to use Windsor Stadium for a spring ice session running until mid-May 2024.

The Committee recommended to discuss the request with the Public Works and Development Director to see if staff would be available for this request and report back at the next meeting.

The Director informed the Committee of a written request from the Lionel Kelland Hospice asking to use a tent for their Pig Roast Fundraiser done at Juniper Bistro.

The Committee recommended that we allow them to use the tent as per the Town's Equipment Loan Out Policy.

The Committee had some discussion on the TakeCHARGE NL information on Level 3 charging stations and if the Town would qualify for any financial assistance from NL Hydro or other grants to install 2-3 in specific areas of the community with high traffic flow.

The Committee recommended that the Community Services staff investigate any possible funding options and report back to a future meeting.

I move the recommendations and report of this Committee.

Motion

Little\Noel

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

Councillor Little advised that the Minutes state that the Wine event details will be coming in the next few weeks, but it may be moved to the New Year.

Councillor Noel asked about an update on the barricade theft at the Community Gardens.

Chief Administrative Officer Darren Finn advised that there was no news to report, but that the Community Garden group released a plea for more information.

Councillor Noel commented this appeared to be a targeted theft so if anyone has any information they were encouraged to come forward.

Councillor Dwyer commented they have over two hundred and fourteen (214) beds constructed at the Community Gardens and one quarter (1\4) of them are for the two (2) Food Banks and the Community Kitchen, and she thanked those involved for the incredible volunteer work.

Councillor Hiscock commented that the Skateboard Park Expansion Opening was yesterday, and it attracted a huge crowd. There were hot dogs, hamburgers, popcorn, and prizes so it was a very well received event. He expressed thanks to all the staff involved in putting off this great event, he only asks that all users respect the facility and take care of it.

Deputy Mayor Browne acknowledged the recent meeting with representatives from the Sparkling Blades Figure Skating Club. He commented that unfortunately the registration numbers have gone down, but believes the Town will work with them as much as possible to ensure that they have a successful season.

Public Works and Development

The following report was presented by Councillor Coady.

Grenfell Heights Extension

The Committee was updated by staff on discussions with the Provincial Government regarding upgrading the 500m section of roadway on Grenfell Heights Extension. In the proposal, the Government would like the Town to take

ownership of this section to the existing boundary, but also inquired on performing additional work for the remaining section further east and if interested in extension of the boundary to encompass this.

The Committee are excited about the first 500m section currently within the Town limits and recommends staff work with Government to finalize the work. The Committee also recommends further discussions regarding the Town's Boundary be referred to a future Committee meeting.

Permit Summary

The Committee reviewed the latest Permit Summary. As of the end of August, there were a total of one hundred and eighty-nine (189) permits issued with seven (7) new units created and three (3) new commercial permits. Overall, there is a seventy-five percent (75%) reduction in housing starts from 2022 and seventy-one percent (71%) reduction in total units created. However, total permits are up four percent (4%).

Discretionary Use – 1 Maloney Street

The Committee reviewed a request from the owner of 1 Maloney Street to use the building as a Childcare Centre. A Childcare Centre is identified as a discretionary use within the Industrial Light Zone (IL) in the Town of Grand Falls-Windsor Development Regulations (2022-2032). All adjacent property owners were notified of the request and a notice was advertised on the Town's social media outlets. There were no objections or concerns received.

The Committee recommends this be approved.

Discretionary Use – 2A Bank Road

The Committee reviewed a request from the owner of 2A Bank Road to use the second floor as an apartment. An apartment is identified as discretionary use within the Commercial Downtown Zone (CD) in the Town of Grand Falls-Windsor Development Regulations (2022-2032). A notice was mailed to adjacent property owners and advertised on the Town's social media outlets. There were no objections or concerns received.

The Committee recommends this be approved.

Discretionary Use – Main Street West

The Committee reviewed a request from a potential developer to rezone a section of Main Street West from Single Unit Compact Residential (RS-1) to Two Unit Residential (RT). The developer would like to construct duplexes along this section of roadway.

The Committee recommends staff begin the rezoning process of Phase II of this development area, which commences with Public Consultation.

Land Request – 8 Spruce Place

The Committee reviewed a request from the resident at 8 Spruce Place to purchase Town land adjacent to their property to provide enough area to construct an accessory building. The current lot is not large enough to accommodate this construction.

The Committee recommends that only enough land be sold to accommodate this request and be sold as per the Town's Land Sales Policy. It is important to keep enough land for possible future infrastructure placement.

Crown Lands Referral – Grenfell Heights (Access Road)

The Committee reviewed a Crown Lands Referral for a License to Occupy for an access road off Grenfell Heights. The request is for 0.2ha of land and is in relation to a potential future residential development.

The Committee recommends this request be denied. All access roads and road reservations should remain under the Town of Grand Falls-Windsor. However, the Committee recommends staff meet with the developer to discuss and explain that the Town will cooperate with them in their proposed development plans.

Public Works Report

The Committee reviewed the latest reports from the Public Works Division.

The Committee requested these reports be provided on a regular basis.

Queensway Land

The Committee discussed the latest information on the land acquisition on Queensway. The Town is looking for property near the EXCITE Centre and Conversation Place.

The Committee recommends staff continue to work with the owner to negotiate a tentative deal and bring it back to a future Committee meeting for discussion.

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 6-0.

Councillor Dwyer acknowledged the great news that plans were advancing to have Grenfell Heights Extension upgraded; we don't own the road currently therefore are not technically allowed to do repair work on it. We have been lobbying the Government for years to allow us to take ownership of it, but we ask that they bring it up to our standards before we do that.

Deputy Mayor Browne advised the residents that live on Grenfell Heights Extension would be happy with this news, and we look forward to the Provincial Government fulfilling their commitment.

Corporate Services

The following report was presented by Councillor Dwyer.

Labour Report

The Committee reviewed the labour costs as of week thirty-seven (37). Total labour was \$2,667,974. This was \$296,949 (10%) under budget.

The Committee is pleased with the results of the labour budget and recommends that staff continue to monitor labour costs heading into the last three (3) months of 2023.

Disbursement Report

The Committee reviewed the Disbursement Report in the amount of \$1,148,258.83 and recommends this be presented at the next Council meeting.

Taxation Receivables Analysis

The Committee reviewed the taxation analysis for August 2023. The report analyzes the receivable balances, along with the amounts collected during the month. Total taxation receivable as of August 31st, 2023 is \$4,262,660.13

(\$4,150,675.78 – 2022) an increase of \$111,984.78 (2.7%) from the previous year. The total amount of taxes collected in August 2023 was \$644,359.

The Committee continues to encourage staff to increase efforts to collect all outstanding balances. Reminder that residents and businesses can check their balances and make payments online; instructions are on the back of your tax invoice. Alternatively, you can come by the Town Hall at 5 High Street or call 709-489-0402 or 709-489-0403 to make a payment or set up a payment plan to avoid future interest charges.

Donation Request

The Committee reviewed a request from Exploits Valley Crimestoppers for support towards its 10th Annual Dog Show on October 1st, 2023, at the Joe Byrne Memorial Stadium.

The Committee recommends staff provide tickets to an upcoming event for the group to raffle off and raise funds. In addition, the Committee recommends that Councillor Dwyer be Council's representative as a Judge at the event.

Taxation of New Subdivisions

With the planned increase in residential development, the Committee discussed options on how to tax those developing new subdivisions in Grand Falls-Windsor.

The Committee recommends that this topic be further discussed at a future Committee meeting.

I move the recommendations and report of this Committee.

Motion

Dwyer\Little

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

Committee of the Whole

The following report was presented by Councillor Hiscock.

Marathon Gold

The Committee reviewed correspondence from Marathon Gold inviting some representatives from Council to visit their mining site. The visit will be a full day activity on November 7th, 2023.

The Committee recommends that representatives from Council and Senior Staff participate where they have availability.

Fire Department Incident Report

The Committee reviewed the Fire Department Incident Report for the year 2023, with the period ending September 23rd, 2023. One hundred and twenty (120) incidents were outlined in the report. In a typical year there would be one hundred and forty (140) incidents responded to on average, so the Fire Department is on par at this point in the year.

The Committee appreciated the reporting and corresponding effort by volunteers to respond throughout the year and wishes to thank the volunteers for their service.

Land Development

The Committee reviewed several housing conceptual plans across Town that can accommodate a mixture of single-family homes, plex development, apartment buildings, condos, and affordable housing.

The Committee was pleased with the presentation and progress for making land available for housing development and encourages staff to continue its work to the point of making the land options available to the public when each area is fully available.

Road Ball Hockey

Council discussed the idea of establishing an area for Road Ball Hockey and recommends staff consider options for a future Committee meeting.

I move the recommendations and report of this Committee.

Motion

Hiscock\Noel

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 commended the Public Works and Development in finding some new locations that can be fully developed into new neighborhoods and we look forward to meeting the developers in the near future.

NOTICE OF MOTION

None

OTHER BUSINESS

Councillor Noel commented we recently had World River Day where we cleaned up along the river and recreational parks. It was noticed that there are still people not picking up after their animals, and he asks that all people out walking their animals to show respect by picking up after them. He asks anyone that has any fruit trees bearing fruit to reach out to him or an educator because there are always children in the schools that could do with some fruit. Exploits TrailNet has an upcoming ride on October 14th, a great opportunity to get out and meet other riders and a BBQ will also be provided. More information can be found on their Facebook page.

Deputy Mayor Browne congratulated Councillor Noel and his group for volunteering to clean up along the river supporting World River Day.

Councillor Hiscock commented that today the Town hosted a Thanksgiving Dinner for all Town staff. It was a great well attended day and the meal catered by Third Place Café was fabulous. He also commented Thursday, October 5th is the Seniors Wellness Show. It will be a great event, and all are welcome.

Councillor Little noted there is a lot of speeding around Town, he asked that people slow down before something terrible happens. He also reminded everyone to keep an eye on the Town Facebook page for information on all upcoming events that are planned.

Councillor Dwyer commented she had the honour of attending the Crimestoppers Dog Show last Sunday and said it was a great event that was well attended with thirty-three (33) dogs registered. NLOWE is hosting a Women in Business Meet and Greet on October 16th from 12:00 Noon to 1:00 P.M. at Samantha Kearley Photography on Pinsent Drive. The Seniors Wellness event is this Thursday, October 5th from 10:00 A.M. to 2:00 P.M., free admission and she has already heard that it will be well attended.

ADJOURNMENT

Motion

Coady\Hiscock

Be it resolved that the meeting of the Grand Falls-Windsor Town Council would be adjourned until the next regular scheduled meeting of Tuesday, October 24th, 2023. This motion carried by a vote of 6-0.

The meeting adjourned at 7:42 P.M.

Mike Browne
Deputy Mayor

Darren Finn
Chief Administrative Officer