



## **MINUTES**

### **Regular Public Council Meeting**

Meeting: #598

Date: October 1, 2024

Time: 7:00 P.M.

Location: Town Hall – Council Chambers

PRESENT: Deputy Mayor Browne  
Councillors: Amy Coady  
Holly Dwyer  
Bob Hiscock  
Andrew Little  
Dave Noel

Staff:

D. Finn, Chief Administrative Officer  
N. Chatman, Director of Public Works & Development  
T. Mercer, Director of Community Services  
S. Gosse, Director of Corporate Services\Town Clerk  
R. Hannaford, Communications Officer

ABSENT: Mayor Barry Manuel

#### **1. Call To Order**

The Deputy Mayor called Meeting #598 to order at 7:00 P.M.

#### **2. Proclamations/Visitors/Presentations**

Foster Families Month  
Wrongful Conviction Day – October 2, 2024  
Energy Efficiency Week – October 1-7, 2024

**3. Adoption of Agenda**

**Moved by:** Councillor Hiscock      **Seconded by:** Councillor Dwyer

Be it resolved that the Agenda for October 1, 2024, Public Council Meeting be adopted as presented.

**Motion 2024-042      Carried 6-0**

For: Deputy Mayor M. Browne, Councillors: A. Coady, H. Dwyer, B. Hiscock, A. Little. D. Noel

Absent: Mayor B. Manuel

**4. Adoption of Prior Meeting Minutes**

Minutes of Meeting #597 of September 10, 2024.

**Moved by:** Councillor Coady      **Seconded by:** Councillor Noel

Be it resolved that the Minutes of September 10, 2024, Public Council Meeting be adopted as presented.

**Motion 2024-043      Carried 6-0**

For: Deputy Mayor M. Browne, Councillors: A. Coady, H. Dwyer, B. Hiscock, A. Little. D. Noel

Absent: Mayor B. Manuel

**5. Business Arising Out of the Minutes**

None

**6. Disbursement Report**

**Moved by:** Councillor Dwyer      **Seconded by:** Councillor Coady

Be it resolved that the Disbursement Report dated September 18, 2024, in the amount of \$245,998.53 would be received as presented.

**Motion 2024-044      Carried 6-0**

For: Deputy Mayor M. Browne, Councillors: A. Coady, H. Dwyer, B. Hiscock, A. Little. D. Noel

Absent: Mayor B. Manuel

## 7. Committee Reports

### A. Community Services

**Presented by:** Councillor Little

The Community Services meeting was held on September 10, 2024. The meeting was Chaired by Deputy Mayor Browne. Other members of Council present: H. Dwyer, A. Little, B. Manuel, A. Coady, B. Hiscock, D. Noel. Staff present: N. Chatman, S. Gosse, T. Mercer, R. Hannaford.

#### Community Centre Complex Update

The Committee held a separate meeting to discuss the proposed new Community Centre.

It recommends the formation of a Community Advisory Committee with clear Terms of Reference. The Committee also suggests that the Government be formally approached for funding, information about the project be made available online, and a letter be sent to property owners near the proposed site. Additionally, the Committee recommends that Councillor Little represent Council on the Advisory Committee. The Director of Community Services will provide primary support to the Advisory Committee, with assistance from the Chief Administrative Officer and other Directors.

**Moved by:** Councillor Little

**Seconded by:** Councillor Noel

Be it resolved that the Community Services Report be adopted as presented.

**Motion 2024-045      Carried 6-0**

For: Deputy Mayor M. Browne, Councillors: A. Coady, H. Dwyer, B. Hiscock, A. Little, D. Noel

Absent: Mayor B. Manuel

**The following topics were discussed:**

- Community Centre Complex

### B. Public Works and Development

**Presented by:** Councillor Coady

The Public Works and Development meeting was held on September 18, 2024. The meeting was Chaired by Councilor Coady. Other members of Council present: B. Hiscock, B. Manuel, H. Dwyer, D. Noel Staff members: D. Finn, N. Chatman.

### **Water Quality**

The Committee discussed water quality, and the results have been good. Staff continue to do testing in several areas of Town. Some neighborhoods experienced random issues over the last few weeks and were addressed. The funding for the New Regional Canada Community-Building Fund will soon be available and an application will be submitted for the newly proposed Orthophosphate System which will also assist in increasing water quality.

The Committee recommends staff continue to complete testing and closely monitor the water quality and to bring the application forward for the Regional Canada Community-Building Fund.

### **Public Works Reports**

The Committee reviewed the Public Works Reports up to the end of August 2024. The following are some maintenance items that have been completed, not including other larger repairs or projects completed by staff.

- i) 2099 square meters of asphalt patching. Over 1000 square meters was completed in August
- ii) 489 meters of concrete repairs (curb, gutter, and/or sidewalk)
- iii) 4200L of paint used
- iv) 104 new signs installed/replaced with 46 new posts
- v) Over 1000 square feet of topsoil/seed/sod placed
- vi) 26 water leaks repaired
- vii) 4 main breaks repaired
- viii) 54 plugged sewers cleared
- ix) 92 curb stop repairs

The Committee is pleased with the progress and thanks staff for their efforts.

### **Housing Needs Assessment**

The Committee discussed the initial draft of the Housing Needs Assessment that has been completed by the Housing Assessment Resource Tools (HART). The report aims to determine the community growth over the next several years and the type of housing the Town should focus on to meet the demand.

The Committee recommends staff discuss the report further with the author and bring the final report back to a future Committee meeting.

### **Property Assessment – 23A Grenfell Heights**

The Committee reviewed a property assessment for 23A Grenfell Heights. This property is of interest as there is potential to use this for high density housing especially if other properties nearby can be added to it.

The Committee recommends staff share the report with the property owner and negotiate a price for the land and bring it back to a future Committee meeting for discussion.

### **Speed Bump – Richmond Street**

The Committee reviewed correspondence from resident of 11 Richmond Street stating that this street has experienced an increase in traffic for those taking a shorter route to the center of Town. They allege some of these vehicles have been travelling at higher speeds and they have requested a speed bump for the street or increase Police presence.

The Committee recommends staff arrange for more Police patrol in the Richmond Street and Moore Street area and not to install a speed bump in this area.

### **Regulation Amendments – Northcliffe Street**

The Committee reviewed the submissions received on the Development Regulations No. 5, 2023 to rezone the proposed area known as Northcliffe Street from Single Unit Urban Residential Zone (RS-3) to Single Unit Compact Residential Zone (RS-1) on the Land Use Zoning Map of the Development Regulations. The notice was mailed to adjacent property owners, published in the NL Wire, and on the Town's Social Media pages. The submissions were from three (3) residents of Harmsworth Drive and the main comments on the proposal were the following:-

- i) They were opposed to the development of the natural area between Rothermere Street and the bottom of the hill from Harmsworth Drive;
- ii) There were concerns if there may be any negative effects to property value;
- iii) Suggestion to complete development in other areas of Town rather than in this existing neighborhood;
- iv) Concerns raised if a development near the steep embankment of Harmsworth Drive may affect the stability of their property.

The Committee recommends that the proposed rezoning be moved to the next step and be sent to the Department of Municipal and Provincial Affairs for a Section 15 review. The proposed area of rezoning is currently zoned for residential development and the proposed plan is just to construct smaller lots still for residential use. The goal for the Town is to develop in all areas that can take advantage of nearby infrastructure to lower costs. The Committee also recommends staff complete more analysis of the area to ensure development will be away from the embankment to ensure there are no issues for nearby properties.

### **Rezoning Toulett/Ogilvie**

The Committee reviewed a proposal to rezone a section of land between Toulett Drive (near Queensway) to Ogilvie Street from the Conservation Zone to a Residential Zone. The proposed area has the potential to accommodate multi-unit housing to help address the housing need in Grand Falls-Windsor. The proposed development can utilize nearby infrastructure and fits with similar housing in proximity to this area.

The Committee recommends staff commence the rezoning process for this proposal, which is Public Consultation.

**Pondview Development**

The Committee revisited a request from a developer who is looking to construct housing on Pondview Drive, north of Toulett Drive. The request is for a new sewer main for the newly proposed development and that it be installed by the Municipality. Staff investigated this location on both sides of the street and found the area to have up to 3m of bog with grey clay underneath. In addition, there is excess water at the side. These conditions would make it difficult to develop the necessary infrastructure or housing and would be very costly.

The Committee recommends that the request be denied as it is not feasible for a larger development. However, the Committee recommends the developer apply for the HIP funding that would help with a lift pump for the small development that was initially proposed that could accommodate a few units.

**DIP Agreement**

The Committee reviewed the proposed agreement with Jabez Development Inc. on the Spruce Woods Estates Subdivision for funding totaling \$500,000. The funding is in line with the DIP Guidelines and the Developer projects 99 units to be constructed by December 31, 2027.

The Committee recommends this be approved and looks forward to the new housing starts.

**Moved by:** Councillor Little

**Seconded by:** Councillor Little

Be it resolved that the Public Works and Development Report be adopted as presented.

**Motion 2024-046      Carried 6-0**

For: Deputy Mayor M. Browne, Councillors: A. Coady, H. Dwyer, B. Hiscock, A. Little, D. Noel

Absent: Mayor B. Manuel

**The following topics were discussed:**

- Housing Incentive Proposal
- Development Incentive Proposal
- Public Works Reports

**C. Corporate Services**

**Presented by:** Councillor Dwyer

The Corporate Services meeting was held on September 19, 2024. The meeting was

Chaired by Councillor Dwyer. Other members of Council present: A. Coady, D. Noel, B. Manuel, M. Browne, B. Hiscock, A. Little. Staff present: D. Finn, R. Hannaford, S. Gosse.

### **Labour Report**

The Committee reviewed the labour costs as of week thirty-seven (37). Total labour was \$2,725,980. This was \$257,327 (8.6%) under budget.

The Committee is pleased with the labour costs remaining under budget and asks staff to continue to monitor labour costs.

### **Disbursement Report**

The Committee reviewed the Disbursement Report in the amount of \$245,998.53 and recommends this be presented at the next Council meeting.

### **Canada Community-Building Fund**

The Committee reviewed the agreement for the Canada Community-Building Fund for the period of 2024-2029 which will provide \$3,348,611 in one hundred percent (100%) Capital Funding. This program was formerly known as Gas Tax.

The Committee recommends this funding be accepted, and for staff to draft a Resolution for the next Council meeting.

### **2024 Art Procurement**

The Committee reviewed draft changes to the Art Procurement Program for 2024 and proposed schedule. The Committee also discussed options for the jury selection process.

The Committee recommends acceptance of the Art Procurement Program changes and for Staff to promote the 2024 Art Procurement as soon as possible to give the artists time to prepare. The Committee also recommends Mayor Baary Manuel as the Council representative and discussed options for the Community Member-at-Large.

### **Solar Power Pedestrian Signs**

The Committee reviewed a quote summary for Solar Power Pedestrian Signs. There were three (3) quotes received. The Committee had some questions as to which locations were being chosen for these signs and recommends that this decision be deferred until Committee of the Whole.

### **Public Works Depot Retrofit**

The Committee reviewed a tender summary for the Public Works Depot Retrofit. There were three (3) bids received. The lowest acceptable bid was from McCarthy's Heating Services Ltd. in the amount of \$682,680 plus HST. This was \$1,376.58 under the proposed budget for this project.

The Committee recommends this project be awarded to McCarthy's Heating Services Ltd.

### **Kids Eat Smart Program**

The Committee reviewed a request from Kids Eat Smart for support towards its

breakfast program for children in schools. Every \$1 donated provides breakfast for a child in need.

The Committee recommend donating \$500 to a local school.

**Moved by:** Councillor Dwyer

**Seconded by:** Councillor Little

Be it resolved that the Corporate Services Report be adopted as presented.

**Motion 2024-047 Carried 6-0**

For: Deputy Mayor M. Browne, Councillors: A. Coady, H. Dwyer, B. Hiscock, A. Little, D. Noel

Absent: Mayor B. Manuel

**The following topics were discussed:**

- Art Procurement Program
- Solar Powered Pedestrian Signs

#### **D. Committee of the Whole**

**Presented by:** Deputy Mayor Browne

The Committee of the Whole meeting was held on September 24, 2024. The meeting was Chaired by Deputy Mayor Browne. Other members of Council present: A. Coady, H. Dwyer, B. Hiscock, A. Little, D. Noel. Staff present: D. Finn, S. Gosse, T. Mercer, R. Hannaford.

#### **New Municipalities Act**

The Committee discussed the proposed new Municipalities Act currently under consideration by the Provincial Government. Key changes impacting Municipal organization and Committee structure were outlined.

The Committee recommends that staff continue to explore options for organizing Committees to ensure compliance with the forthcoming legislation and bring the issue back for further discussion in an upcoming meeting.

Councillor Little exited the meeting at 6:00 P.M. after the discussion about the new Municipalities Act.

#### **Request from the Royal Canadian Legion**

A request from the Royal Canadian Legion to relocate the Windsor Memorial Monument was discussed. The Legion proposed moving it to the left side of the Grand Falls Memorial Monument, along with a request to install steel cables for hanging Veterans' memorial banners.



The Committee recommends arranging a meeting with a representative of the Royal Canadian Legion to discuss these requests further and report back at a future Committee meeting before any work is undertaken.

### **Salmon Festival Planning**

The Committee reviewed options for entertainment and events related to the upcoming Salmon Festival. Various ideas were presented.

The Committee recommends staff consider Council feedback and continue to investigate entertainment options to enhance the festival experience.

### **Open Call for Bids for a Tow-Behind Top Dresser**

The Committee discussed the open call for bids for a Tow-Behind Top Dresser piece of equipment. Three (3) bids were received: however, the two (2) lowest bids did not meet specifications and were eliminated from consideration.

The Committee recommends accepting the bid from Bannerman for \$18,000 plus HST, noting that this price is lower than the budget amount set by Council.

### **Proposed New Community Centre**

Staff presented estimated construction costs for various components of a proposed new Community Centre, including a new pool facility, gymnasium with multipurpose rooms, and two (2) arenas (including a second standing-room-only multi-sport arena).

The Committee recommends pursuing discussions with the Government for funding for the full project. Additionally, the Committee suggests establishing a Community Advisory Committee, sending letters to residents adjacent to the proposed site on Grenfell Heights, and posting conceptual information about the project on the Town's Website.

**Moved by:** Councillor Hiscock      **Seconded by:** Councillor Noel

Be it resolved that the Committee of the Whole Report be adopted as presented.

**Motion 2024-048      Carried 6-0**

For: Deputy Mayor M. Browne, Councillors: A. Coady, H. Dwyer, B. Hiscock, A. Little, D. Noel

Absent: Mayor B. Manuel

**The following topics were discussed:**

- Salmon Festival 2025

**8. Resolution**

The following Resolution was presented by Councillor Dwyer:-

RESOLUTION GF-W 2024-402

WHEREAS: Canada and the Province have signed the Canada-Newfoundland and Labrador Administrative Agreement on the Canada Community-Building Fund on July 26, 2024; and

WHEREAS: the Province agrees to transfer to the Town of Grand Falls-Windsor a portion of Federal Canada Community-Building Fund revenues received to be used for eligible costs on eligible projects as outlined in the agreement; and

WHEREAS: the Town of Grand Falls-Windsor has reviewed the allocations for the Canada Community-Building Fund Agreement; and

THEREFORE BE IT RESOLVED: that the Town of Grand Falls-Windsor Council approves the Canada Community-Building Fund Agreement 2024-2034 in the amount of \$3,348,611 from 2024-2029.

**Moved by:** Councillor Dwyer

**Seconded by:** Councillor Little

Be it resolved that Resolution GF-W 2024-402 be adopted as presented.

**Motion 2024-049**

**Carried 6-0**

For: Deputy Mayor M. Browne, Councillors: A. Coady, H. Dwyer, B. Hiscock, A. Little. D. Noel

Absent: Mayor B. Manuel

**9. Notice of Motion**

None

**10. Other Business**

The following topics were discussed:

- Community Events
- Grand Opening - High School Outdoor Recreation Facility

- Harvesting / School Breakfast Programs
- Recognitions / Congratulations / Wishes
- Fire Department Recruitment
- Health Care Coalition Update
- Condolences

**11. Adjournment**

The meeting adjourned at 7:59 P.M.

**Moved by:** Councillor Little                      **Seconded by:** Councillor Dwyer

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 22, 2024.

**Motion 2024-050      Carried 6-0**

For:      Deputy Mayor M. Browne, Councillors: A. Coady, H. Dwyer, B. Hiscock, A. Little. D. Noel  
Absent: Mayor B. Manuel

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Barry Manuel  
Mayor

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Darren Finn  
Chief Administrative Officer

<https://www.youtube.com/watch?v=Ai1NRURKu3o>