



Regular Council Meeting - Mar 18 2025 Minutes

Time: 6:30 PM

Location: Council Chambers

PRESENT: Andrew Little, Barry Manuel, Bob Hiscock, Dave Noel, Holly Dwyer, and Mike Browne

LATE:

STAFF: Darren Finn, Steve Gosse, Mercer Todd, Nelson Chatman, and Robyn Hannaford

REGRETS: Amy Coady

1. CALL TO ORDER

Meeting called to order at 6:30PM

2. Approval of Agenda

2.1 Adoption of Agenda

That the Agenda be adopted as Presented.

RESOLUTION #CM25-R-03-035

Moved by: Bob Hiscock

Seconded by: Dave Noel

Aye Andrew Little, Barry Manuel, Bob Hiscock,
Dave Noel, Holly Dwyer, and Mike Browne

Carried 6-0

3. Proclamation, Presentations, or Announcements

4. Adoption of Minutes

4.1 Minutes of February 18, 2025

[02.18.25 Council Meeting Minutes.pdf](#) 

That the Minutes of February 18, 2025 be adopted as presented.

RESOLUTION #CM25-R-03-036

Moved by: Andrew Little

Seconded by: Holly Dwyer

Aye Andrew Little, Barry Manuel, Bob Hiscock,
Dave Noel, Holly Dwyer, and Mike Browne

Carried 6-0

4.2 Minutes of February 26, 2025

[02.26.25 Special~Council Meeting Minutes.pdf](#) 

That the Minutes of February 26, 2025 be adopted as presented.

RESOLUTION #CM25-R-03-037

Moved by: Holly Dwyer

Seconded by: Dave Noel

Aye Andrew Little, Barry Manuel, Bob Hiscock,
Dave Noel, Holly Dwyer, and Mike Browne

Carried 6-0

5. Business Arising Out of Minutes

6. Community Services – Economic Development

7. Community Services – Recreation and Events

8. Public Works & Development – Public Works, Buildings, and Facilities

8.1 CCBF Reallocation – Final for older CCBF Agreement

The Town of Grand Falls-Windsor approves the recommendation to reallocate the surplus from 99-2021-7328 New Traffic Light and Intersection at Cromer Ave. and Pinsent Drive of \$2,400 and 99-2022-7732 Installation of Storm Sewer Infrastructure on Harmsworth Drive of \$5,921 towards 99- 2022-7655 Water and Sewer Engineering Design. This is an increase of \$7,691 to this project making the new total amount \$455,873.

RESOLUTION #CM25-R-03-038

Moved by: Holly Dwyer

Seconded by: Andrew Little

Aye Andrew Little, Barry Manuel, Bob Hiscock,
Dave Noel, Holly Dwyer, and Mike Browne

Carried 6-0

8.2 Request for Additional Land Use - Exploits Search and Rescue at Town Depot

That Council approves the request for Exploits Search and Rescue to use additional Town owned land at the depot, as recommended by the Department of Public Works & Development.

RESOLUTION #CM25-R-03-039

Moved by: Holly Dwyer

Seconded by: Mike Browne

Aye Andrew Little, Barry Manuel, Bob Hiscock,
Dave Noel, Holly Dwyer, and Mike Browne

Carried 6-0

9. Public Works & Development – Planning and Development

9.1 Acquisition of Lot 290A Grenfell Heights

That Council approves the purchase of Lot 290A Grenfell Heights for \$75,518.00 and directs staff to finalize the

purchase agreement with the owner under the agreed terms and conditions.

RESOLUTION #CM25-R-03-040

Moved by: Bob Hiscock

Seconded by: Dave Noel

Aye Andrew Little, Barry Manuel, Bob Hiscock,
Dave Noel, Holly Dwyer, and Mike Browne

Carried 6-0

9.2 Rezoning Request for Proposed Apartment at Former 63 Club on Lincoln Road

That Council approve the initiation of the rezoning process for the former 63 Club Area on Lincoln Road from Public Use, Commercial General, and Recreation Open Space Land to RM-2 High Density Multi-Unit Residential Zone, for an apartment development.

RESOLUTION #CM25-R-03-041

Moved by: Bob Hiscock

Seconded by: Andrew Little

Aye Andrew Little, Barry Manuel, Bob Hiscock,
Dave Noel, Holly Dwyer, and Mike Browne

Carried 6-0

9.3 Discretionary Use Application – 469 Grenfell Heights

That Council approve the discretionary use application for a domestic sawmill at 469 Grenfell Heights, as no objections or concerns were received during the public consultation period.

RESOLUTION #CM25-R-03-042

Moved by: Bob Hiscock

Seconded by: Dave Noel

Aye Andrew Little, Barry Manuel, Bob Hiscock,
Dave Noel, Holly Dwyer, and Mike Browne

Carried 6-0

- 9.4 Municipal Plan Amendment No. 16, 2025 & Development Regulations Amendment No.21, 2025. Proposed Rezoning for a new development between Toulett Drive and Oglivie Street. That Council approves proceeding with the Section 15 review for Municipal Plan Amendment No. 16, 2025, and Development Regulations Amendment No. 21, 2025.

RESOLUTION #CM24-R-03-043

Moved by: Bob Hiscock

Seconded by: Andrew Little

Aye Andrew Little, Barry Manuel, Bob Hiscock,
Dave Noel, Holly Dwyer, and Mike Browne

Carried 6-0

10. Corporate Services – Finance, Administration and Policy

- 10.1 Tender Result - Snowmaking equipment
That Council award the Tender for snowmaking equipment to HKD Snowmakers Canada in the amount of \$74,035.15 plus HST (\$2,623.70 under budget)

RESOLUTION #CM25-R-03-045

Moved by: Dave Noel

Seconded by: Andrew Little

Aye Andrew Little, Barry Manuel, Bob Hiscock,
Dave Noel, Holly Dwyer, and Mike Browne

Carried 6-0

11. Protective Services – Municipal Enforcement and Fire Department

12. Council Advisory Committees

13. External Committee

14. Other Business

- Community Events
- ERMA - Increased tourism at Salmonid Interpretation Centre
- Acknowledgements/Congratulations/Recognitions
- Health Care Coalition Update
- Ice - Safety
- Canadian Proud - Expect to see increase in tourism this year, Town willing to work with individuals to attract tourist to our community.
- Condolences

15. ADJOURNMENT

There being no other Business the meeting adjourned at 7:05 p.m.

RESOLUTION

Moved by: Holly Dwyer

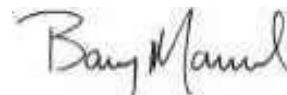
Seconded by: Andrew Little

Aye Andrew Little, Barry Manuel, Bob Hiscock,
 Dave Noel, Holly Dwyer, and Mike Browne

Carried 6-0



CAO



Mayor

Adopted April 15, 2025



DECISION/DIRECTION NOTE

Title: CCBF Reallocation – Final for older CCBF Agreement

Date Prepared: March 6th, 2025

Report To: Committee of the Whole

Councilor and Role: Holly Dwyer, Public Works, Buildings and Facilities Lead

Department: Public Works & Development

Decision/Direction Required:

Decision is required whether Council will support the recommendation to reallocate the remaining funds from the previous CCBF Agreement.

Proposed Resolution for Council:

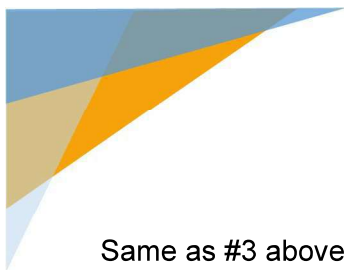
The Town of Grand Falls-Windsor approves the recommendation to reallocate the surplus from 99-2021-7328 New Traffic Light and Intersection at Cromer Ave. and Pinsent Drive of \$2,400 and 99-2022-7732 Installation of Storm Sewer Infrastructure on Harmsworth Drive of \$5,921 towards 99-2022-7655 Water and Sewer Engineering Design. This is an increase of \$7,691 to this project making the new total amount \$455,873.

Discussion – Background & Current Status:

This is simply moving the savings from the two projects noted above into more engineering design related funds to assist in project design development in attempts to have “shovel ready” projects available when funding is made available.

Key Considerations/Implications:

1. Budget/Financial Implications
Town portion would be \$0 as the CCBF fund is being used for the design work.
2. Partners or Other Stakeholders
Federal and Provincial Government.
3. Alignment with Strategic Directions
If approved, the project will help provide shovel ready projects for funding opportunities.
4. Alignment with Adopted Plans



Same as #3 above.

5. Accessibility and Inclusion

6. Legal or Policy Implications

N/A

7. Privacy Implications

8. Engagement and Communications Considerations

N/A.

9. Human Resource Implications

Staff will need to oversee this design if approved by Council.

10. Procurement Implications

Projects will be tendered publicly following the PPA through a competitive tender process.

11. Information Technology Implications

Sharing the as-built drawings with design firms.

12. Other Implications

N/A.

Recommendation:

It is recommended that the Town proceed with awarding this reallocation of funding, so the funding use is maximized. This is meant to close off the old CCBF Agreement and now concentrate on the new CCBF Agreement for project completion.

Town of Grand Falls-Windsor - Final Adjustments to 2023/24 CCBF					
Project No.	Project Category	Project Title	Current Budget \$	Change (+/-)	Revised Amount
99-2021-7328	Local Roads & Bridges	New Traffic Light and Intersection - Cromer Ave. & Pinsent Dr.	\$ 345,000.00	\$ (2,400.00)	\$ 342,600.00
99-2022-7732	Disaster Mitigation	Installation of Storm Sewer Infrastructure - Harmsworth Drive	\$ 67,984.00	\$ (5,291.00)	\$ 62,693.00
99-2022-7655	Wastewater & Drinking Water	Water and Sewer Engineering Design	\$ 448,182.16	\$ 7,691.00	\$ 455,873.16

Prepared by: Chad Clendenning, P. Eng.

Approved by: Nelson Chatman, P. Eng.

Date Approved: February 10th, 2025



DECISION/DIRECTION NOTE

Title: Request for Additional Land Use by Exploits Search and Rescue at Town Depot

Date Prepared: February 22, 2025

Report To: Committee of the Whole

Councillor and Role: Holly Dwyer, Public Works, Buildings, and Facilities Lead

Department: Public Works & Development

Decision/Direction Required:

Council is asked to determine whether to approve Exploits Search and Rescue's request to utilize additional Town-owned land at the depot for operational purposes. Approval will enable Search and Rescue to enhance their emergency response capabilities, while ensuring the use of municipal property remains consistent with Town policies and operational needs.

Proposed Resolution for Council:

That Council approves the request for Exploits Search and Rescue to use additional Town-owned land at the depot, as recommended by the Department of Public Works & Development.

Discussion – Background & Current Status:

Exploits Search and Rescue has requested permission to use additional Town-owned land at the depot to support their operations. The request has been reviewed in consultation with George Saunders, Manager of Public Works, who has confirmed that the request is feasible and does not interfere with current municipal operations. The expansion of land use will enhance Exploits Search and Rescue's capacity to respond effectively to emergency situations.

Key Considerations/Implications:

- **Budget/Financial Implications:** No significant financial impact anticipated.



- **Partners or Other Stakeholders:** Exploits Search and Rescue, Town of Grand Falls-Windsor Public Works Department.
- **Alignment with Strategic Directions:** Supports community safety and emergency response initiatives.
- **Alignment with Adopted Plans:** Consistent with the Town's commitment to public safety.
- **Legal or Policy Implications:** Land use permissions will be reviewed in accordance with municipal regulations.

Recommendation:

That Council approve the request to allow Exploits Search and Rescue to use additional Town-owned land at the depot.

Prepared by:

Approved by: Nelson Chatman, P.ENG

Date Approved: February 22, 2025



DECISION/DIRECTION NOTE

Title: Potential Acquisition of Lot 290A Grenfell Heights

Date Prepared: February 7, 2025

Report To: Committee of the Whole

Councillor and Role: Robert Hiscock, Public Works & Development Lead

Department: Public Works & Development

Decision/Direction Required:

Council approval is required to proceed with the acquisition of Lot 290A Grenfell Heights from Boyd Langdon at the agreed-upon purchase price of \$75,518.00. The acquisition will support the Town's long-term residential development plan by incorporating this 1.22-hectare property into the future growth strategy.

Proposed Resolution for Council:

That Council approves the purchase of Lot 290A Grenfell Heights for \$75,518.00 and directs staff to finalize the purchase agreement with the owner under the agreed terms and conditions.

Discussion – Background & Current Status:

- Boyd Langdon owns **Lot 290A Grenfell Heights** and initially planned to develop a subdivision.
- Due to personal and financial constraints, he is unable to proceed with the development.
- The Town previously identified this land as strategic for residential expansion.
- A road reserve adjacent to the property enhances accessibility and connectivity to existing and future developments.
- Purchase price aligns with similar acquisitions of similar land at \$6.19/m² or approximately \$25,000 per Acre. Original asking price was over \$50,000 per Acre and Town's original counteroffer was \$20,000 per Acre or \$4.95/m².
- Negotiations commenced based on Council's initial interest from a previous Committee meeting and resulted in an agreed purchase price of **\$75,518.00 for 1.22 Ha**, with the following key conditions:
 - The Town will assume responsibility for legal and transfer fees.
 - The seller agrees to clear any outstanding obligations or encumbrances on the land before closing.
 - The purchase must be finalized within 6 months.
 - Purchase must be approved by Council regardless of negotiated price.



- The matter was discussed at a previous Committee of the Whole meeting, where general support was expressed for integrating this land into the Town's residential development strategy. Hence, the Director began negotiations on Council's request.

1. Budget/Financial Implications:

- Purchase price of **\$75,518.00**.
- Additional costs may include legal fees, land transfer fees.

2. Alignment with Strategic Directions:

- Supports the Town's long-term residential development strategy.
- Optimizes land use by leveraging existing road reserves.

3. Alignment with Adopted Plans:

- Falls within the scope of the Town's land use planning and residential growth strategy.

4. Legal or Policy Implications:

- Requires a purchase agreement and legal review prior to finalization.
- Title searches and due diligence to be completed before closing.

5. Engagement and Communications Considerations:

- Public and stakeholder communication regarding future residential development.

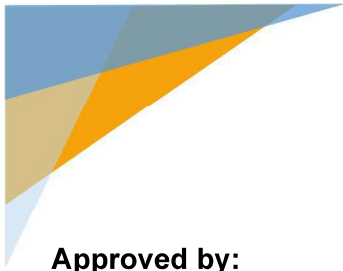
6. Other Considerations:

- Integration with current and future road networks.
- Coordination with Crown Lands for adjacent land development.

Recommendation:

That Council approves the purchase of Lot 290A Grenfell Heights and directs staff to complete the necessary legal and financial steps to finalize the acquisition as per the agreed terms and conditions.

Prepared by:



Approved by:

Nelson Chatman, P. ENG

Date Approved:

February 7, 2025



DECISION/DIRECTION NOTE

Title: Rezoning Request for Proposed Apartment Development at former 63 Club area on Lincoln Road.

Date Prepared: February 11, 2025

Report To: Committee of the Whole

Councillor and Role: Robert Hiscock, Public Works & Development Lead

Department: Public Works & Development

Decision/Direction Required:

Council's decision is required on whether to approve a rezoning request for land near Lincoln Road to accommodate a proposed multi-unit apartment development. The current zoning designations include Public Use, Commercial General, and potentially some Recreation Open Space Land. The request is to rezone the applicable area to allow for residential apartment use. Additionally, the Town will need to consider the future acquisition of adjacent crown land for complete development of this proposal.

Proposed Resolution for Council:

That Council approve the initiation of the rezoning process for the former 63 Club Area on Lincoln Road from Public Use, Commercial General, and Recreation Open Space Land to RM-2 High Density Multi-Unit Residential Zone, for an apartment development.

Discussion – Background & Current Status:

- A developer has submitted a proposal for a new apartment complex near Lincoln Road.
 - The complex is expected to include 60 apartment units, along with necessary parking and infrastructure.
 - The current zoning of the land does not permit apartment developments, necessitating a rezoning amendment.
 - The municipal rezoning process includes public consultation, provincial review, and approval under the Urban and Rural Planning Act, 2000.
 - The complete development of the proposal will require additional crown land acquisition to accommodate potential expansion.
-



Key Considerations/Implications:

1. Budget/Financial Implications:

- Future costs may include infrastructure upgrades (e.g., road access, water, and sewer connections).
- Crown Land acquisition which can be resold to the developer.
- Professional Planner fees.

2. Strategic Alignment:

- Supports Council's long-term residential development strategy and aligns with growth objectives in the municipal plan.

3. Legal Implications:

- The rezoning amendment must comply with the Urban and Rural Planning Act, 2000.
- The Town must follow the prescribed public consultation and approval process.

4. Public Consultation & Engagement:

- Public notices will be published, and property owners within a 150-meter radius will be notified.
- A public hearing may be required depending on community feedback.

5. Environmental & Land Use Considerations:

- Rezoning must ensure environmental sustainability and compatibility with adjacent land uses.
- Further assessments may be required for potential crown land acquisition.

Recommendation:

That Council approve proceeding with the rezoning process, including public consultation and review by the Department of Municipal Affairs. Staff will continue discussions with the developer and investigate the requirements for potential future expansion onto crown land. This development will be mostly 2-bedroom apartments and will help address the housing need in Grand Falls-Windsor.

Prepared by:

Approved by: Nelson Chatman, P.ENG

Date Approved: February 11, 2025



DECISION/DIRECTION NOTE

Title: Discretionary Use Application – 469 Grenfell Heights

Date Prepared: March 12, 2025

Report To: Council

Councillor and Role: Robert Hiscock, Public Works & Development Lead

Department: Public Works & Development

Decision/Direction Required:

Council's approval is required for the discretionary use application to permit a **domestic sawmill** at **469 Grenfell Heights** in the **Rural Residential (RR-1) Zone** under the Town's Development Regulations (2022-2032).

Proposed Resolution for Council:

That Council approve the discretionary use application for a domestic sawmill at 469 Grenfell Heights, as no objections or concerns were received during the public consultation period.

Discussion – Background & Current Status:

The Town has received an application from **John Sceviour** for the operation of a domestic sawmill at **469 Grenfell Heights**. As per the Town of Grand Falls-Windsor Development Regulations (2022-2032), this use is discretionary in the Rural Residential (RR-1) Zone. In accordance with the Town's policy, a notice was sent to adjacent property owners and posted on the Town's website and social media platforms. The public was provided with an opportunity to submit objections or representations before **March 10, 2025**. The Public Works & Development Department has confirmed that **no objections or concerns** were received within the consultation period.

□ Key Considerations/Implications:

- **Budget/Financial Implications:** No financial impact to the Town. The applicant has paid the \$150 discretionary use fee.
- **Strategic Alignment:** Supports controlled development within designated zones under the Town's Development Regulations (2022-2032).



- **Legal Implications:** The application has followed the required public notification and consultation process.
- **Public Consultation:** Notices were issued to nearby property owners and published online. No objections were received.

Recommendation:

It is recommended that Council **approve** the discretionary use application for a domestic sawmill at 469 Grenfell Heights.

Prepared by:

Approved by: Nelson Chatman, P. ENG, Director of Public Works & Development

Date Approved: March 12, 2025



DECISION/DIRECTION NOTE

Title: Municipal Plan Amendment No. 16, 2025 & Development Regulations Amendment No. 21, 2025. Proposed Rezoning for a new development between Toulett Drive and Ogilvie Street.

Date Prepared: March 12, 2025

Report To: Council

Councillor and Role: Robert Hiscock, Planning and Development Lead

Department: Public Works & Development

Decision/Direction Required:

Council's direction whether or not to proceed with the Section 15 review for Municipal Plan Amendment No. 16, 2025, and Development Regulations Amendment No. 21, 2025.

The proposed amendments involve re-designating and rezoning land between Toulett Drive and Ogilvie Street to facilitate multi-unit residential development. Specifically:

- **Municipal Plan Amendment No. 16, 2025** changes the Future Land Use designation from "Natural Open Space," "Commercial," and "Public Use" to "Urban Residential."
- **Development Regulations Amendment No. 21, 2025** rezones the same land from "Conservation," "Commercial General," "Public Use," and "Single Unit Urban Residential (RS-3)" to "Residential High-Density Multi-Unit Residential Zone (RM-2)."

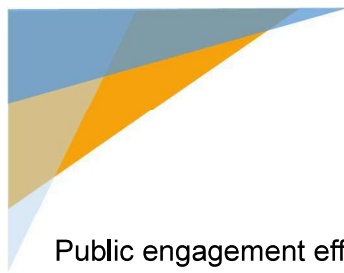
These amendments aim to optimize existing infrastructure and accommodate additional housing needs within the community.

Proposed Resolution for Council:

That Council approves proceeding with the Section 15 review for Municipal Plan Amendment No. 16, 2025, and Development Regulations Amendment No. 21, 2025.

Discussion – Background & Current Status:

The amendments are intended to facilitate multi-unit residential development between Toulett Drive and Ogilvie Street by re-designating and rezoning the land for higher-density housing. This will enable more efficient use of existing municipal infrastructure while addressing housing demands in Grand Falls-Windsor.



Public engagement efforts included a notice in **NL Wire (February 19, 2025)** and postings on the **Town website and Facebook page (February 4, 2025)**. During the consultation period, the Town received **10 written submissions** and **one petition with 20 signatures**.

Key concerns raised by residents and responses:

- **Traffic Impact:** Concerns were raised regarding increased congestion. However, Toulett Drive is a local collector road designed to handle increased traffic. The Town is also reviewing potential upgrades to the Queensway/Toulett intersection.
- **Noise and Privacy:** A **15-metre tree buffer** will be maintained to provide a visual and noise barrier between the development and existing homes.
- **Property Values:** Some residents feared a negative impact on property values. However, previous multi-unit developments in the area have not caused depreciation.
- **Loss of Green Space:** While the site is currently undeveloped, portions will remain as Natural Open Space, and sidewalk improvements will enhance pedestrian connectivity.
- **Alternative Locations:** Residents suggested building elsewhere, but the Town prioritizes infill development to maximize existing infrastructure and promote sustainable growth.

The next step in the process is the **Section 15 review by the Department of Municipal and Provincial Affairs (MAPA)** to determine compliance with provincial planning regulations and policies.

□ Key Considerations/Implications:

- **Budget/Financial Implications:** No immediate budgetary impact; long-term benefits through infrastructure optimization.
- **Partners or Other Stakeholders:** Local residents, developers, municipal planning staff.
- **Alignment with Strategic Directions:** Supports housing needs and responsible urban growth.
- **Alignment with Adopted Plans:** Consistent with municipal planning objectives and growth strategy.
- **Accessibility and Inclusion:** Sidewalks and connectivity enhancements improve accessibility.
- **Legal or Policy Implications:** Compliant with the Urban and Rural Planning Act, 2000.
- **Privacy Implications:** A 15-metre tree buffer will mitigate privacy concerns for adjacent properties.
- **Engagement and Communications Considerations:** Public consultations conducted, with additional outreach planned as needed.
- **Other Implications:** Encourages sustainable development through infill housing.



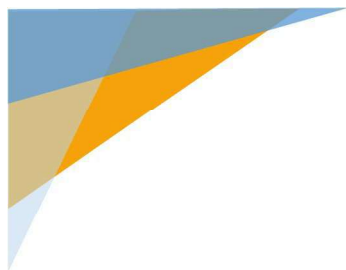
Recommendation:

Proceed with the Section 15 review for Municipal Plan Amendment No. 16, 2025, and Development Regulations Amendment No. 21, 2025. The amendments align with municipal planning objectives and address key public concerns while supporting housing development.

Prepared by:

Approved by: Nelson Chatman, P. ENG, Director of Public Works & Development

Date Approved: March 12, 2025



DECISION/DIRECTION NOTE

Title: Snowmaking Equipment Tender

Date Prepared: March 5, 2025

Report To: Committee of the Whole

Councillor and Role: Councillor Coady, Finance, Policy and Administration Lead

Department: Corporate Services

Decision/Direction Required:

To decide on awarding the tender for snowmaking equipment.

Proposed Resolution for Council:

That Council award the Tender for snowmaking equipment to HKD Snowmakers Canada in the amount of \$74,035.15 plus HST (\$2,623.70 under budget)

Discussion – Background & Current Status:

The Town issued Tender #25021202 to procure snow making equipment which is funded under an agreement with ACOA. The tender closed on February 26, 2025, at 2:00PM. One bid was received, as follows:

- **Bidder:** HKD Snowmakers Canada
- **Bid Amount (HST Included):** \$85,140.42
- **Bid Amount (Net of HST Rebate):** \$77,208.30
- **Budget Allocated:** \$79,832.00
- **Variance:** \$2,623.70 (Under Budget)
- **Note:** *Town's portion of this project is only 7.8%, as ACOA and the Province of NL are funding the remaining 92.2%.*

The addition of snowmaking equipment will enable the Exploits Outdoor Activity Centre to open the sliding hill and sections of the ski trail earlier in the season, helping to maintain optimal conditions and extend the season for longer periods of time.

The bid submitted by HKD Snowmakers Canada is the only bid, however it meets all technical specifications and requirements outlined in the tender and is therefore acceptable. The bid is also below the allocated budget by \$2,623.70.



Key Considerations/Implications:

1. **Budget/Financial Implications:** The bid is \$2,623.70 under the allocated budget. The Town is only paying approximately 7.8% of this project cost. In the original budget, the Town is only responsible for \$6,263; with this tender result that amount has decreased to \$6,057.
 2. **Procurement Implications:** This decision is compliant with the Procurement Act as an open call for bids was performed.
-

Recommendation:

It is recommended that Council approve the purchase of the snow making equipment from HKD Snowmakers Canada at the total cost of \$85,140.42 (HST included), as detailed in the tender submission.

Approved by: Steve Gosse

Date Approved: March 5, 2025