

# **Regular Council Meeting - Jul 15, 2025 Minutes**

Time: 6:30 PM

**Location: Council Chambers** 

PRESENT: Mike Browne, Barry Manuel, Amy Coady, Dave Noel, Andrew Little, Holly Dwyer, and

**Bob Hiscock** 

LATE:

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

**REGRETS:** 

### 1. CALL TO ORDER

# 2. Approval of Agenda

2.1 Adoption of Agenda

That the Agenda be adopted as presented.

RESOLUTION #CM25-R-07-091

Moved by: Amy Coady Seconded by: Dave Noel

**Aye** Mike Browne, Barry Manuel, Amy Coady, Dave

Noel, Andrew Little, Holly Dwyer, and Bob

Hiscock

Carried 7-0

# 3. Proclamation, Presentations, or Announcements

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## 4. Adoption of Minutes

4.1 Minutes of June 17, 2025

That the Minutes of June 17, 2025 be adopted as presented.

RESOLUTION #CM25-R-07-092

Moved by: Holly Dwyer

Seconded by: Andrew Little

**Aye** Mike Browne, Barry Manuel, Amy Coady, Dave

Noel, Andrew Little, Holly Dwyer, and Bob

Hiscock

Carried 7-0

## 5. Business Arising Out of Minutes

# 6. Community Services – Economic Development

6.1 Support for Chamber of Commerce First-Time Member Incentive

Decision Note @

That the Town of Grand Falls-Windsor approve an annual contribution of up to \$4,000, beginning in 2026 and continuing through the end of 2030, to the Exploits Chamber of Commerce to support first-year Chamber membership dues for businesses located within the Town. The payment will be made at the end of each calendar year, based on confirmation that eligible new members have renewed for a second year. Oversight of this program will rest with the Director of Community Services.

RESOLUTION #CM25-R-07-093

Moved by: Mike Browne Seconded by: Andrew Little

**Aye** Mike Browne, Barry Manuel, Amy Coady, Dave

Noel, Andrew Little, Holly Dwyer, and Bob

Hiscock

## 6.2 SAM Presentation Request

Decision Note @

That Council approve participation in a meeting with SAM representatives to review the assessment findings and explore the potential for formal recognition of the Town's conservation work.

RESOLUTION #CM25-R-07-094

Moved by: Mike Browne Seconded by: Bob Hiscock

**Aye** Mike Browne, Barry Manuel, Amy Coady, Dave

Noel, Andrew Little, Holly Dwyer, and Bob

Hiscock

Carried 7-0

## 7. Community Services – Recreation and Events

# 8. Public Works & Development - Public Works, Buildings, and Facilities

# 8.1 Capital Works Project Status Update

Information Note @

To provide Council with an update on the status of approved Capital Works projects and highlight shovel-ready projects prepared for future funding. Particular attention is drawn to the Town's Housing Accelerator Fund (HAF) initiatives which directly support new residential development.

# 8.2 Design of a Sludge Drying Bed – CFR Results

Decision Note @

The Town of Grand Falls-Windsor approves the recommendation to award the engineering design work for the ERWTP sludge drying bed for the cost of \$76,702.35 HST rebate included to Irvine Engineering Ltd.

RESOLUTION #CM25-R-07-095

Moved by: Holly Dwyer

Seconded by: Andrew Little

**Aye** Mike Browne, Barry Manuel, Amy Coady, Dave

Noel, Andrew Little, Holly Dwyer, and Bob

Hiscock

Carried 7-0

8.3 Circular Road Water, Storm and Sewer Upgrades – Tender Award

**Decision Note @** 

That Council approves the recommendation to award the sanitary sewer upgrades as part of the Circular Road upgrades of \$240,563.90 HST included to Adams Construction Ltd. The Town of Grand Falls-Windsor agrees to award the project using the ICIP fund allocated through the Green Infrastructure stream under project 17-GI-22-00034.

RESOLUTION #CM25-R-07-096

Moved by: Holly Dwyer

Seconded by: Bob Hiscock

**Aye** Mike Browne, Barry Manuel, Amy Coady, Dave

Noel, Andrew Little, Holly Dwyer, and Bob

Hiscock

Carried 7-0

# 9. Public Works & Development - Planning and Development

9.1 Circular Road Sanitary Sewer Upgrades – Tender Results and Revised Implementation Plan.

Information Note @

To inform Council of the outcome of the recent tender for sanitary sewer upgrades on Circular Road and to outline the Town's revised approach to address the infrastructure deficiencies.

9.2 Crown Land Referral – Application 164214 – 8 Pondview Drive Decision Note ∅

That Council approves the Crown Land application (File No.

164214) for a land grant at 8 Pondview Drive, and advises Crown Lands that the Town has no objection to the application, subject to compliance with all applicable municipal permits and regulations.

RESOLUTION #CM25-R-07-097

Moved by: Bob Hiscock Seconded by: Amy Coady

**Aye** Mike Browne, Barry Manuel, Amy Coady, Dave

Noel, Andrew Little, Holly Dwyer, and Bob

Hiscock

Carried 7-0

9.3 Circular Road Phase II – Tender Results and Next Steps

Information Note @

Council reviewed an information note informing them that the Town issued a tender for Circular Road Phase II (Waterline, Storm, and Road Upgrades) under MYCW Project 17-MYCW-25-00062. No bids were received.

9.4 Parking Permit Request – 8 Lyall Street

Decision Note @

That Council deny the request for a parking permit to allow a transport truck to be parked on the residential property at 8 Lyall Street.

RESOLUTION #CM25-R-07-098

Moved by: Bob Hiscock Seconded by: Dave Noel

**Aye** Mike Browne, Barry Manuel, Amy Coady, Dave

Noel, Andrew Little, Holly Dwyer, and Bob

Hiscock

Carried 7-0

9.5 Interfaith Cemetery Committee Request

Decision Note @

That Council decline the request for a formal engineering study on the feasibility of converting the paved roads in the Union Street Cemetery to gravel and approve the use of reclaimed asphalt millings as an interim measure to improve road conditions.

RESOLUTION #CM25-R-07-099

Moved by: Holly Dwyer

Seconded by: Mike Browne

**Aye** Mike Browne, Barry Manuel, Amy Coady, Dave

Noel, Andrew Little, and Holly Dwyer

Carried 6-0

Councillor Hiscock Left the Council Chambers for discussion on this item, due to a perceived conflict of interest (Member of the Cemetery Committee). Councillor Hiscock returned to the Council Chambers after voting on this item.

9.6 Discretionary Use Application – 234 Grenfell Heights (Plex Housing)

**Decision Note @** 

That Council approves the Discretionary Use Application to allow two additional basement units at 234 Grenfell Heights, enabling the building to be converted to a four-unit plex.

RESOLUTION #CM25-R-07-100

Moved by: Bob Hiscock Seconded by: Dave Noel

**Aye** Mike Browne, Barry Manuel, Amy Coady, Dave

Noel, Andrew Little, Holly Dwyer, and Bob

Hiscock

Carried 7-0

9.7 Rezoning of Crown Land – Riverview Road (South Side)

**Decision Note 1** 

That Council approve the initiation of the rezoning process to change the zoning from Conservation to Residential Single

Unit (RS-2) for the Crown land on the south side of Riverview Road to permit future residential development.

RESOLUTION #CM25-R-07-101

Moved by: Bob Hiscock
Seconded by: Mike Browne

**Aye** Mike Browne, Barry Manuel, Amy Coady, Dave

Noel, Andrew Little, Holly Dwyer, and Bob

Hiscock

Carried 7-0

9.8 Request to Rezone 109A Lincoln Road – Referral for Section 15 Provincial Review

**Decision Note Ø** 

That Council approve submission of Municipal Plan Amendment No. 19, 2025 and Development Regulations Amendment No. 24, 2025, affecting 109A Lincoln Road, to the Department of Environment, Climate Change and Municipalities for a Section 15 review, and that staff be directed to finalize and forward all required documentation, including a summary of public consultation outcomes, to the Local Governance and Land Use Planning Division.

RESOLUTION #CM25-R-07-102

Moved by: Bob Hiscock
Seconded by: Holly Dwyer

**Aye** Mike Browne, Barry Manuel, Amy Coady, Dave

Noel, Andrew Little, Holly Dwyer, and Bob

Hiscock

Carried 7-0

9.9 Approval in Principle – Identification of Lands for Potential Residential Development Adjacent to Riverview Chevrolet

**Decision Note** 

That Council approve, in principle, the identification of lands off Lincoln Road, adjacent to Riverview Chevrolet and the

Exploits River, as a potential location for residential development.

RESOLUTION #CM25-R-07-103

Moved by: Bob Hiscock

Seconded by: Andrew Little

**Aye** Mike Browne, Barry Manuel, Amy Coady, Dave

Noel, Andrew Little, Holly Dwyer, and Bob

Hiscock

Carried 7-0

9.10 Request for Designated Parking Spaces – Fitness Facility, 12 High Street

Decision Note @

That Council deny the request from the Owner of EveryBODY Fitness Center at 12 High Street to designate public parking spaces for exclusive use by the business and its customers.

RESOLUTION #CM25-R-07-104

Moved by: Bob Hiscock Seconded by: Dave Noel

**Aye** Mike Browne, Barry Manuel, Amy Coady, Dave

Noel, Andrew Little, Holly Dwyer, and Bob

Hiscock

Carried 7-0

9.11 Development Regulations Amendment No. 25, 2025 – Updated Definition of Residential Care

Decision Note @

That Council approve Development Regulations Amendment No. 25, 2025, updating the definition of *Residential Care*, and proceed to adopt the amendment in accordance with the Urban and Rural Planning Act, 2000.

RESOLUTION #CM25-R-07-105

Moved by: Bob Hiscock

Seconded by: Andrew Little

**Aye** Mike Browne, Barry Manuel, Amy Coady, Dave

Noel, Andrew Little, Holly Dwyer, and Bob

Hiscock

Carried 7-0

## 10. Corporate Services - Finance, Administration and Policy

## 10.1 Nomination Day

Decision Note @

That Council approve the nomination day as Monday, September 8, 2025, from 8:00 A.M. to 8:00 P.M. at the Town Hall.

RESOLUTION #CM25-R-07-106

Moved by: Amy Coady

Seconded by: Andrew Little

**Aye** Mike Browne, Barry Manuel, Amy Coady, Dave

Noel, Andrew Little, Holly Dwyer, and Bob

Hiscock

Carried 7-0

# 10.2 Returning Officer and Alternate Appointment

**Decision Note** 

That Council approve the appointment of the Director of Corporate Services/Clerk as Returning Officer and the Deputy Town Clerk as Alternate Returning Officer for the 2025 Municipal Election.

RESOLUTION #CM25-R-07-107

Moved by: Amy Coady

Seconded by: Holly Dwyer

**Aye** Mike Browne, Barry Manuel, Amy Coady, Dave

Noel, Andrew Little, Holly Dwyer, and Bob

Hiscock

Carried 7-0

## 10.3 2025 Municpal Election Advance Poll

Decision Note @

That Council designate Saturday September 20, 2025 as the day for the Town of Grand Falls-Windsor Municipal Election Advance Poll. The location will be the Windsor Pentecostal Church, and it will run from 8am to 8pm.

RESOLUTION #CM25-R-07-108

Moved by: Amy Coady

Seconded by: Bob Hiscock

**Aye** Mike Browne, Barry Manuel, Amy Coady, Dave

Noel, Andrew Little, Holly Dwyer, and Bob

Hiscock

Carried 7-0

## 10.4 2025 Municipal Election Day

Decision Note @

That Council approve the designation of Thursday, October 2, 2025, as the official Election Day, with polling stations open from 8:00 A.M. to 8:00 P.M. at selected polling booths in the Town of Grand Falls-Windsor.

RESOLUTION #CM25-R-07-109

Moved by: Amy Coady

Seconded by: Andrew Little

**Aye** Mike Browne, Barry Manuel, Amy Coady, Dave

Noel, Andrew Little, Holly Dwyer, and Bob

Hiscock

Carried 7-0

# Information Note @

Council reviewed and Information note provided a summary of disbursements over \$1,000 as of July 15th, 2025 in the amount of \$1,874,433.61

## 10.6 Design for Roofing Upgrades at the YMCA

## **Decision Note 1**

That Council award the tender for the Design for Roofing Upgrades at the YMCA (Project 99-2022-7655) to CECON Ltd in the amount of \$17,520 plus HST.

RESOLUTION #CM25-R-07-110

Moved by: Amy Coady Seconded by: Holly Dwyer

**Aye** Mike Browne, Barry Manuel, Amy Coady, Dave

Noel, Andrew Little, Holly Dwyer, and Bob

Hiscock

Carried 7-0

### 10.7 Tax Relief - 9 Mill Road

## **Decision Note @**

That Council write off all outstanding interest amounts on the Property, Water & Sewer and Business tax balances at 9 Mill Road.

RESOLUTION #CM25-R-07-111

Moved by: Amy Coady

Seconded by: Mike Browne

Aye

Nay Mike Browne, Barry Manuel, Amy Coady, Dave

Noel, Andrew Little, Holly Dwyer, and Bob

Hiscock

Denied 0-7

# 11. Protective Services - Municipal Enforcement and Fire Department

# 11.1 Information Note - Firehall Incident report Q1

Information Note @

Council reviewed an information note on the Grand Falls - Windsor Fire Department incidents and response reports for January 1, 2025 - March 31, 2025

## 12. Council Advisory Committees

### 13. External Committee

#### 14. Other Business

- Mayor Manuel addressed a false rumor suggesting he attended rehab. He made it clear that he has never been in rehab and strongly urges people not to spread or believe that misinformation.
- Community Events
- Salmon Festival
- Gordon Pinsent Statue unveiling
- Acknowledgments/Recognitions
- Water Conservation
- Motorist Caution at Intersections

#### 15. ADJOURNMENT

There being no other Business the meeting adjourned at 8:23p.m.

RESOLUTION #CM25-R-07-112

Moved by: Holly Dwyer

Seconded by: Andrew Little

**Aye** Mike Browne, Barry Manuel, Amy Coady, Dave

Noel, Andrew Little, Holly Dwyer, and Bob

Hiscock

Carried 7-0

Bay Manul

**Adopted 8/26/25** 

https://www.youtube.com/watch?v=vbxfxMYC3ic

Mayor / Deputy Mayor

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Title:	Support for Chamber of Commerce First-Time Member Incentive	
Date Prepared:	June 16, 2025	
Report To:	Council	
Councillor:	Councillor Little - Lead	
Department:	Community Services - Economic Development	

#### **Decision/Direction Required:**

Council to support a five-year pilot partnership with the Exploits Chamber of Commerce to provide conditional funding, up to \$4,000 per year, to cover first-year Chamber membership dues for eligible new businesses in Grand Falls-Windsor. The payment would be issued only after the business has renewed its Chamber membership for a second year.

### **Proposed Resolution for Council:**

That the Town of Grand Falls-Windsor approve an annual contribution of up to \$4,000, beginning in 2026 and continuing through the end of 2030, to the Exploits Chamber of Commerce to support first-year Chamber membership dues for businesses located within the Town. The payment will be made at the end of each calendar year, based on confirmation that eligible new members have renewed for a second year. Oversight of this program will rest with the Director of Community Services.

### **Discussion – Background and Current Status:**

In correspondence dated March 6, May 5, and June 16, 2025, the Exploits Chamber of Commerce proposed that the Town support efforts to grow local Chamber membership by funding the first-year membership dues for new businesses located within Grand Falls-Windsor. The Town of Grand Falls-Windsor is proposing a model where the grant is only paid after confirmation that the new business has renewed for a second year, thereby demonstrating sustained engagement with the Chamber.

The Chamber is supportive of this approach and has confirmed it will track and verify eligible businesses annually. This program would run as a pilot through to the end of 2030.

### **Key Considerations/Implications:**

- 1. Budget/Financial Implications
  - a. Maximum of \$4,000 per year (2026–2030)
  - b. Actual payment will vary annually, based on the number of businesses who meet the renewal condition
  - c. Dues range from \$159.60 (1–9 employees) to \$250.00 (10+ employees), excluding HST
  - d. Payment issued at year-end, based on verified second-year renewals
- 2. Partners or Other Stakeholders
  - a. Exploits Chamber of Commerce
  - b. Local business community within Grand Falls-Windsor
- 3. Alignment with Strategic Directions
  - a. Supports local economic development
  - b. Reinforces the Town's support of business growth and retention
- 4. Engagement and Communications Considerations
  - a. The Town will receive recognition through Chamber communications and on its Member Benefits page
- 5. Human Resource Implications
  - a. Program oversight will be managed by the Director of Community Services

#### Recommendation:

That Council approve the implementation of a five-year pilot program (2026–2031) providing conditional funding of up to \$4,000 annually to the Exploits Chamber of Commerce in support of first-year membership dues for new businesses in Grand Falls-Windsor, contingent on confirmation that the business has renewed for a second year. Oversight to be provided by the Director of Community Services.

Prepared by: Darren Finn, Chief Administrative Officer

Approved by: Darren Finn, Chief Administrative Officer

Date Approved: June 16,2025



Title:	SAM Presentation Request
Date Prepared:	July 7, 2025
Report To:	Council
Councillor:	Deputy Mayor Browne - Lead
Department:	Community Services - Economic Development

### **Decision/Direction Required:**

Direction is requested from Council on whether to accept a meeting request from the Stewardship Association of Municipalities Inc. (SAM) to discuss the potential formal recognition of the Town's conservation efforts under national habitat conservation criteria.

#### **Proposed Resolution for Council:**

That Council approve a meeting between Town staff/Council representatives and the Stewardship Association of Municipalities Inc. (SAM) to review the findings of their assessment and explore opportunities for formal recognition of the Town's conservation efforts through the national "Other Effective Conservation Measures" (OECM) framework.

#### **Discussion – Background and Current Status:**

The Town has been a signatory to the Municipal Habitat Stewardship Agreement since 1998, conserving 215 hectares within the Corduroy Brook Management Unit.

SAM, in partnership with NCC and the Province, recently reviewed the Town's municipal plan and regulations to assess if the area meets national "Other Effective Conservation Measures" (OECM) criteria.

SAM is requesting a meeting with Council/staff to present findings and discuss formal recognition. This recognition would not change the existing agreement but would acknowledge the Town's conservation efforts at a national level.

### **Key Considerations/Implications:**

- 1. Partners or Other Stakeholders: Stewardship Association of Municipalities (SAM), Government of Newfoundland and Labrador, Nature Conservancy of Canada (NCC).
- 2. Alignment with Strategic Directions: Supports the Town's environmental stewardship goals and climate resilience strategies.
- 3. Engagement and Communications Considerations: Opportunity for positive public messaging around environmental leadership.
- 4. Other Implications: Enhances the Town's reputation as a provincial leader in habitat conservation.

#### Recommendation:

That Council approve participation in a meeting with SAM representatives to review the assessment findings and explore the potential for formal recognition of the Town's conservation work.

**Prepared by: Renita Hurley, Executive Assistant** 

Approved by: Darren Finn

Date Approved: July 7,2025



# **INFORMATION NOTE**

Title:	Capital Works Project Status Update	
Date Prepared:	June 25, 2025	
Report To:	Council	
Councillor:	Councillor Dwyer - Lead	
Department:	Public Work and Develpment - Public Works, Buildings, and Facilities	

#### Issue:

To provide Council with an update on the status of approved Capital Works projects and highlight shovel-ready projects prepared for future funding. Particular attention is drawn to the Town's Housing Accelerator Fund (HAF) initiatives which directly support new residential development.

### **Discussion – Background & Current Status:**

The Town currently has 21 approved Capital Works projects, totaling an estimated \$25.37 million. These projects span infrastructure, building upgrades, paving, design, and water treatment plant improvements. A further \$22 million in shovel-ready projects are fully designed and pending funding.

## Approved Projects (Project Numbers Assigned)

Project #	Title	Status
17-MYCW- 24-00002	2025 Paving Program	Awarded to Penney Paving; work underway.
17-MYCW- 24-00004	PW Depot Retrofit	Substantial progress; McCarthy's nearing completion.
17-MYCW- 25-00062	Circular Road Upgrades – Phase II	No bids; to re-tender December/January.

17-GI-22- 00034 17-MCW- 25-00007 2025-T2	Circular Road Upgrades – Phase I WTP Upper Roof Replacement Joe Byrne Half Roof Re-Shingle	Over budget; finishing minor elements. Deferred work to use other funds.  Awarded to R&D Construction; to complete by end of August.  Insurance project; Bluebird awarded; install by mid-August.
2025-T1	Fire Training Grounds	Awarded June 18 to Bluebird Investments.
99-2024- 8387	Corrosion Inhibitor System – WTP	Rodco Mechanical executing; design by CBCL.
99-2024- 8388	Sludge Drying Bed – WTP	CFR issued to Irvine Engineering; partial work expected Fall 2025.
99-2024- 8389	24" Waterline Inspection – WTP	Awarded to PURE Technology; scheduled for August 2025.
99-2024- 8390	Filter Replacement – WTP	CBCL completing design; AWI selected as supplier.
99-2024- 8391	Alum Tank Replacement – WTP	Completed as of June 17, 2025.
99-2024- 8393	Backwash Tank Upgrades – WTP	CBCL currently working on design.
99-2022- 7655	Roundabout Design – Toulett & Queensway	HEC completing; report due June 20.
99-2022- 7655	PRV Design	Allnorth provided initial drawings; awaiting revisions.
99-2022- 7655	YMCA Roof Design	CFR issued to CECON Ltd.
99-2022- 7655	Town Water Tank & Control Upgrades	CBCL awarded design contract.
99-2022- 7655	SCADA Upgrades – Tank & GH Pump Station	CBCL awarded design contract.
99-2025- 8493	Grenfell Heights Paving	Awarded to Penney Paving; construction in July 2025.
99-2025- 8494	Harris Avenue Paving	Awarded to Penney Paving; construction in July 2026.
HAF-001	Riverview Road Waterline & Lot Servicing	Awarded to Adam's Construction; start scheduled for August 2025.
HAF-003	Three Subdivisions Housing Design (EOI-ready)	Design by Irvine Engineering ongoing; focused on new housing delivery.

# **Shovel-Ready (Unfunded) Projects**

These projects are fully designed and await funding. The total estimated value is \$22 million, including:

- Suspension Bridge Gorge Park
- Gorge Park Trail System
- Main Building, Vendor Kiosks, and Lookout Gorge Park
- Town Hall HVAC Upgrades

These projects are strategically important for recreation and building renewal and can move quickly once funding is available.

### **Key Considerations/Implications:**

- Budget: \$25.37M in approved projects underway; \$22M in shovel-ready work.
- **Strategic Housing:** HAF-funded Riverview Road and Subdivision Designs are priority initiatives supporting the Town's goal to accelerate new residential development.
- **Project Readiness:** Several major designs are now complete and ready for construction pending funding decisions.
- **Schedule Risk:** Re-tendering of Circular Road Phase II may delay construction until 2026.

### **Conclusion/Next Steps:**

- Continue managing awarded projects to ensure timely delivery and cost control.
- Monitor re-tendering schedule for Circular Road Phase II.
- Advocate for external funding opportunities to activate shovel-ready priority projects.
- Continue advancing HAF projects to support housing delivery in 2025-26.
- Continue with additional design to add to shovel ready projects.

Prepared by: Chad Clendenning, P. ENG

Approved by: Nelson Chatman, P. ENG

Date Approved: January 25, 2025



Title:	Design of a Sludge Drying Bed – CFR Results	
Date Prepared:	June 25, 2025	
Report To:	Council	
Councillor:	Councillor Dwyer - Lead	
Department:	Public Work and Develpment - Public Works, Buildings, and Facilities	

## **Decision/Direction Required:**

Decision is required whether Council will support the recommendation to award the ERWTP sludge drying bed engineering work to Irvine Engineering Ltd. based upon the detailed review of the only CFR response received.

#### **Proposed Resolution for Council:**

The Town of Grand Falls-Windsor approves the recommendation to award the engineering design work for the ERWTP sludge drying bed for the cost of \$76,702.35 HST rebate included to Irvine Engineering Ltd.

## **Discussion – Background and Current Status:**

This design project includes the preparation of tender-ready documents for a sludge drying bed at the ERWTP. The scope includes geotechnical investigation, sludge disposal strategy, pump specification development, and the production of IFR, IFT, and IFC design documents. Irvine Engineering Ltd. submitted the only compliant proposal totaling \$84,582.50 (HST included), with a net cost to the Town of \$76,702.35 after rebate. The proposal includes optional cost-saving measures for site work and presents a detailed project schedule with deliverables spanning July to September 2025.

Irvine Engineering Ltd. has demonstrated relevant experience in sludge handling and containment system design, and their proposed fee represents approximately 4.9% of the total project budget of \$1,570,377—well within industry standards for consulting services.

The project is being funded with the CCBF allocated through the Provincial Targeted Infrastructure Fund for water/wastewater initiatives.

### **Key Considerations/Implications:**

1. Budget/Financial Implications

ERWSC 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, it will provide a design ready for tender to properly handle the water treatment sludge which has not existed to date.

4. Legal or Policy Implications

Without this project, the Town risks exceeding the lagoon capacity at the water treatment plant, compromising future operations.

5. Engagement and Communications Considerations

This capital project should be communicated to the public, as part of the Town's AMP, clearly outlining the importance and costs associated with this project.

6. Human Resource Implications

Staff will need to oversee the design and construction of this project if approved by Council.

7. Procurement Implications

This design was tendered publicly following the PPA through a competitive CFR process.

#### Recommendation:

That Council approve awarding the engineering services contract to Irvine Engineering Ltd. for a total of \$76,702.35 (HST rebate included). Irvine has demonstrated qualifications and offers the best value. Early award allows the Town to meet funding timelines, prevent operational capacity issues, and advance a critical infrastructure upgrade.

Prepared by: Chad Clendenning, P. ENG

Approved by: Nelson Chatman, P. ENG

Date Approved: June 25, 2025



Title:	Circular Road Water, Storm and Sewer Upgrades – Tender Award	
Date Prepared:	July 10, 2025	
Report To:	Council	
Councillor:	Councillor Dwyer - Lead	
Department:	Public Work and Develpment - Public Works, Buildings, and Facilities	

### **Decision/Direction Required:**

Decision is required whether Council will support the recommendation to award the sanitary sewer upgrades to Adams Construction Ltd. based upon the tender closing on July 9<sup>th</sup>, 2025. The project is being funded with the ICIP fund specifically through the green infrastructure stream using project # 17-GI-22-00034.

### **Proposed Resolution for Council:**

That Council approves the recommendation to award the sanitary sewer upgrades as part of the Circular Road upgrades of \$240,563.90 HST included to Adams Construction Ltd. The Town of Grand Falls-Windsor agrees to award the project using the ICIP fund allocated through the Green Infrastructure stream under project 17-GI-22-00034.

### **Discussion – Background and Current Status:**

### **Key Considerations/Implications:**

1. Budget/Financial Implications

This is funding already committed by the Town and it is within the original approved budget from 2023.

### 2. Partners or Other Stakeholders

Federal and Provincial Government.

#### 3. Alignment with Strategic Directions

If approved, the project will help eliminate a section of sanitary sewer main with excessive root intrusion that they were unable to remove during the first phase.

#### 4. Alignment with Adopted Plans

Same as #3 above.

#### 5. Legal or Policy Implications

If not completed, there is a possibility of sanitary sewer backups in the area given the significant root intrusion in this area. This project will also remove the trees in the area causing the root issue.

### 6. Engagement and Communications Considerations

This capital project should be communicated to the public, as part of the Town's AMP, clearly outlining the importance and costs associated with this project. Will need to communicate directly with the two homeowners where work will be conducted on their properties.

#### 7. Human Resource Implications

Staff will need to oversee this construction project if approved by Council.

#### 8. Procurement Implications

This project was tendered publicly following the PPA through a competitive tender process.

#### Recommendation:

It is recommended that Council approve the award of the current tender for the sanitary sewer rehabilitation project, despite the lowest bid being approximately 65% over the pre-tender estimate, for the following key reasons:

- 1. **Project Complexity and Site Constraints:** The work is located entirely within residential yards, which significantly increases the complexity and cost compared to typical roadway-based infrastructure projects. The confined working conditions, proximity to existing homes, and depth of infrastructure contribute to the higher-than-anticipated pricing.
- 2. **Strategic Use of Remaining Funds:** The project remains well within the overall approved funding envelope, with approximately \$530,000 remaining. Awarding this tender ensures that available funds are utilized effectively before the **September 21, 2025** funding deadline. Unused funds would otherwise need to be returned, representing a lost opportunity for the community.
- 3. **Progress Toward Full Project Completion:** Completing this section positions the Town to move forward with the remaining sanitary rerouting work under a future funding application. It demonstrates continued progress and commitment to infrastructure renewal, which may strengthen future funding proposals.

4. Avoiding Further Delays and Cost Escalation: Re-tendering or deferring the work could result in further delays and potentially higher costs due to inflation, contractor availability, and seasonal constraints. Proceeding now ensures timely delivery and avoids jeopardizing the overall project schedule.

Given the importance of completing this critical infrastructure work, the availability of sufficient funds within the approved budget, and the approaching funding deadline, it is in the Town's best interest to proceed with awarding the tender as recommended.

Prepared by: Chad Clendenning

**Approved by: Nelson Chatman** 

Date Approved: July 10, 2025



## **INFORMATION NOTE**

Title:	Circular Road Sanitary Sewer Upgrades – Tender Results and Revised Implementation Plan	
Date Prepared:	June 19, 2025	
Report To:	Council	
Councillor:	Councillor Hiscock - Lead	
Department:	Public Works and Development - Planning and Development	

#### Issue:

To inform Council of the outcome of the recent tender for sanitary sewer upgrades on Circular Road and to outline the Town's revised approach to address the infrastructure deficiencies.

### **Discussion – Background & Current Status:**

- The Town issued a public tender (Project No. 17-GI-22-00034) for sanitary sewer upgrades on Circular Road, which closed on June 18, 2025, with no bids received. The original scope included:
  - Full replacement of the upstream section of sewer due to repeated failures in trenchless rehabilitation efforts.
  - Cured-in-place pipe (CIPP) relining of the downstream section, located south
    of Third Avenue, where excavation was deemed impractical due to excessive
    depth and proximity to existing residential homes.
- With no contractors submitting bids for the relining work, the Town has no viable option but to proceed with a full reroute of the downstream sewer. The existing alignment is too deep and too constrained for open excavation and cannot be left asis.
- The proposed reroute will require:
  - Design and construction of a new alignment that avoids problematic excavation zones.

- Establishment of a new sewer easement on private property, which will require landowner negotiation and formal access agreements.
- o Potential relocation of an existing shed to accommodate the new sewer route.

### **Key Considerations/Implications:**

- Budget: Remaining funding from the current agreement will be used to complete the upstream replacement. The downstream reroute will require a future funding request.
- **Strategic Alignment:** Supports critical infrastructure renewal and addresses high-risk service areas.
- Legal: Easement acquisition and structure relocation will require legal involvement and direct homeowner engagement.
- Other: Design work is being updated to reflect the reroute; staff will coordinate with affected residents in the coming weeks.

## **Conclusion/Next Steps:**

- Proceed with upstream sewer replacement using available funds and tender immediately.
- Initiate design of the rerouted downstream section, including alignment and constructability review.
- Begin contact with the affected property owner to establish an easement and assess shed relocation requirements.
- Prepare a future funding submission to support construction of the downstream reroute.

Prepared by: Nelson Chatman, P. ENG

Approved by: Nelson Chatman, P. ENG

Date Approved: June 19, 2025



Title:	Crown Land Referral – Application No.164214 - 8 Pondview Drive
Date Prepared:	June 13, 2025
Report To:	Committee of the Whole – In Camera
Councillor:	Councillor Hiscock - Lead
Department:	Public Works and Development - Planning and Development

### **Decision/Direction Required:**

Council direction is required on whether the Town supports the Crown Land grant application for the property located at 8 Pondview Drive.

### **Proposed Resolution for Council:**

That Council approves the Crown Land application (File No. 164214) for a land grant at 8 Pondview Drive, and advises Crown Lands that the Town has no objection to the application, subject to compliance with all applicable municipal permits and regulations.

### **Discussion – Background and Current Status:**

An application has been submitted to acquire Crown Land at 8 Pondview Drive through a land grant. The parcel is approximately 1.39 hectares in size and has been used for several decades as an auto body

shop and salvage yard. The applicant is the owner of the business at 6 Pondview Drive that has been using this property.

The property is located within the *Industrial Light* zoning designation under the Town's Development Regulations. The auto body shop is a permitted use in this zone. The salvage yard, while not a permitted use, is considered an existing non-conforming use under Section 5.5 of the Town of Grand Falls-Windsor Development Regulations 2022–2032. This provision allows for the continuation of a longstanding use that predates current regulations, as long as the use is not expanded or intensified.

The land is within the municipal boundary and is accessible from Pondview Drive. The Town has not identified any land use conflicts with this application. Formalizing ownership through a land grant would support proper regulation, permitting, and long-term compliance.

### **Key Considerations/Implications:**

- Zoning Compliance: Auto body shop is permitted; salvage yard qualifies as an existing non-conforming use.
- Strategic Alignment: Supports formalization of existing uses and promotes responsible land tenure.
- **Legal/Operational:** Granting title enables enforcement of applicable permitting and development standards.
- **Precedent:** Consistent with Town policy regarding recognition of long-standing land use under Section 5.5.
- **Environmental:** Any future expansion or change of use would require review and approval through standard processes.

#### Recommendation:

That Council support the Crown Land application for 8 Pondview Drive and advise Crown Lands that the current use complies with the Town's regulations, with recognition of the salvage yard as an existing non-conforming use.

Prepared by: Nelson Chatman, P. ENG

Approved by: Nelson Chatman. P. ENG

Date Approved: June 13, 2025



# **INFORMATION NOTE**

Title:	Circular Road Phase II – Tender Results and Next Steps	
Date Prepared:	June 19, 2025	
Report To:	Council	
Councillor:	Councillor Hiscock - Lead	
Department:	Public Works and Development - Planning and Development	

#### Issue:

The Town issued a tender for Circular Road Phase II (Waterline, Storm, and Road Upgrades) under MYCW Project 17-MYCW-25-00062. No bids were received.

### **Discussion – Background & Current Status:**

The tender for Circular Road Phase II was issued and closed on June 13, 2025. No bids were received in response.

Upon discussion with officials from TI and informal feedback from local contractors, it was learned that most central region contractors are currently carrying over work from late 2024 and early 2025 tenders. As a result, they are unable to commit to additional work for the 2025 construction season.

Re-tendering immediately may result in elevated pricing and minimal competition. Additionally, any contract awarded this late in the season would likely result in project delays and incomplete work prior to winter shutdown.

## **Key Considerations/Implications:**

- **Budget:** The project is funded under the Multi-Year Capital Works (MYCW) program. Funds remain available and committed for the work.
- **Strategic Alignment:** Delaying the tender aligns with responsible procurement practices and ensures better pricing and project delivery.
- **Timing:** Tendering in fall 2025 or early 2026 will support project execution during the 2026 construction season, reducing risk of delay or price escalation.
- Operational Impact: Deferral avoids potential mid-season mobilization issues and incomplete infrastructure work heading into winter.

### **Conclusion/Next Steps:**

Staff recommend deferring the tender until fall 2025 or early 2026 to allow for more favorable pricing and scheduling. The project will remain a priority under the Town's MYCW program and will be carried out in full during the 2026 construction season.

Prepared by: Nelson Chatman, P. ENG

Approved by: Nelson Chatman, P. ENG

Date Approved: June 19, 2025



Title:	Parking Permit Request – 8 Lyall Street	
Date Prepared:	June 23, 2025	
Report To:	Council	
Councillor:	Councillor Hiscock - Lead	
Department:	Public Works and Development - Planning and Development	

### **Decision/Direction Required:**

Council decision is required on whether to approve or deny the request for a parking permit to allow a transport truck to park on the residential property at 8 Lyall Street.

#### **Proposed Resolution for Council:**

That Council deny the request for a parking permit to allow a transport truck to be parked on the residential property at 8 Lyall Street.

### **Discussion – Background and Current Status:**

The applicant is seeking a permit to park a heavy transport vehicle on their residential lot at 8 Lyall Street. Under Section 11.1.2 of the Town's Development Regulations, vehicles exceeding 4,500 kg gross vehicle weight must be parked within an enclosed structure unless specifically permitted by Council.

Staff conducted a site review and confirm that while the truck currently stays off the roadway, there are several concerns:

- The lot is located on a narrow, dead-end street with limited maneuvering space, increasing the likelihood of obstruction or safety concerns during snow clearing.
- Public Works has expressed concern that the presence of a transport truck could hinder plow operations during winter months.
- Noise issues arising from early morning startups have been flagged as a
  potential nuisance, especially in such a tightly spaced residential area.
- The Chief Municipal Enforcement Officer does not support the permit and instead recommends regulatory amendments to prevent similar future requests.

While the applicant has not yet received complaints, lack of public feedback is not considered sufficient justification to permit the use, especially given comparable past requests for large vehicle storage in residential zones have been denied by Council.

### **Key Considerations/Implications:**

- **Strategic Alignment:** Maintains consistency in enforcement of development regulations and equitable treatment of residents.
- **Legal:** Permit approval would need to comply with the Town's Development Regulations.
- Operational: Potential conflicts with snow clearing operations.
- Public: Possible future complaints from residents related to noise or visual impacts.

#### Recommendation:

Staff recommend that Council deny the parking permit request due to operational concerns and consistency with past decisions. Staff further recommend that regulatory amendments be considered to clarify restrictions on large vehicle parking in residential zones.

Prepared by: Nelson Chatman, P. ENG

Approved by: Nelson Chatman, P. ENG

Date Approved: June 23, 2025



Title:	Interfaith Cemetery Committee Request	
Date Prepared:	June 23, 2025	
Report To:	Council	
Councillor:	Councillor Hiscock - Lead	
Department:	Public Works and Development - Planning and Development	

### **Decision/Direction Required:**

Council decision on whether to support the request from the Interfaith Cemetery Committee to conduct an engineering study on converting the paved roads in the Union Street Cemetery to gravel.

#### **Proposed Resolution for Council:**

That Council decline the request for a formal engineering study on the feasibility of converting the paved roads in the Union Street Cemetery to gravel and approve the use of reclaimed asphalt millings as an interim measure to improve road conditions.

### **Discussion – Background and Current Status:**

The Interfaith Cemetery Committee submitted a formal request asking the Town to undertake an engineering study to assess converting the deteriorated paved roads in the Union Street Cemetery to

gravel. This request stems from past correspondence and the Committee's limited financial capacity to maintain the existing surface.

Public Works & Development staff have completed an internal assessment of the area. The road network within the cemetery is situated on poor subgrade with natural springs and generally saturated conditions. A conversion to gravel, without significant subgrade reconstruction, would likely worsen surface conditions and pose major challenges during wet weather. Pulverizing or removing the existing asphalt would further destabilize the road, resulting in more maintenance and reduced accessibility.

Given these findings, there is no justification for spending public funds on an external engineering study. Town staff have determined the best course of action is to place reclaimed asphalt millings from capital paving operations over the existing surface. This would stabilize the roadway, improve drivability, reduce dust, and be cost-effective. The millings will be compacted to achieve a firm surface, creating a serviceable roadbed until such time as the Committee is able to secure funding for a permanent rehabilitation project.

### **Key Considerations/Implications:**

- **Budget:** Minimal; uses surplus millings from ongoing capital work.
- **Strategic Alignment:** Supports responsible resource use and basic service improvement without diverting capital from municipal road priorities.
- **Legal:** Town has no obligation to maintain this road as it is not part of the municipal inventory.
- Other: Action supports community partners while clearly delineating the Town's role.

#### Recommendation:

Do not proceed with an external engineering study. Proceed with the application and compaction of asphalt millings as a practical and cost-effective interim solution.

Prepared by: Nelson Chatman, P. ENG

Approved by: Nelson Chatman, P. ENG

Date Approved: June 23, 2025



Title:	Discretionary Use Application – 234 Grenfell Heights (Plex Housing)
Date Prepared:	June 16, 2025
Report To:	Management Prep Meeting
Councillor:	Councillor Hiscock - Lead
Department:	Public Works and Development - Planning and Development

### **Decision/Direction Required:**

Council decision is required on whether to approve a Discretionary Use Application for Plex Housing at 234 Grenfell Heights.

### **Proposed Resolution for Council:**

That Council approves the Discretionary Use Application to allow two additional basement units at 234 Grenfell Heights, enabling the building to be converted to a four-unit plex.

### **Discussion – Background and Current Status:**

The applicant has submitted a discretionary use request to develop two residential units in the basement of an existing two-unit dwelling at 234 Grenfell Heights. With the recent adoption of Amendment No. 12,

2024, plex housing (defined as three or more units in a single building) is now considered a discretionary use in the RS-3 (Single Unit Urban Residential) Zone.

This request was advertised in accordance with the Town's Development Regulations. Notices were sent to adjacent property owners on June 4, 2025, and the application was posted on the Town's social media channels on June 9, 2025. The public had until June 13, 2025, to submit feedback. Two written objections were received, primarily raising concerns over previous commitments related to off-street parking arrangements that were not fulfilled.

Despite these concerns, the proposal is aligned with Council's broader strategic goal of supporting housing development. The creation of two new units in this existing building represents efficient land use and contributes to the town's housing stock without requiring new subdivision development. Parking requirements must conform to the Town's Development Regulations, and staff will verify full compliance prior to the issuance of any permits.

# **Key Considerations/Implications:**

- Strategic Alignment: Supports Council's priority to increase the availability of housing and optimize existing infrastructure.
- **Legal:** Compliant with the Town's Development Regulations (2022–2032) and the Urban and Rural Planning Act.
- Other: Two public objections were received. Concerns focused on parking, which should be monitored through follow-up by the building inspector to ensure zoning compliance.

#### Recommendation:

Approve the discretionary use application as submitted.

Prepared by: Nelson Chatman, P. ENG

Approved by: Nelson Chatman, P. ENG

Date Approved: June 16, 2025



Title:	Rezoning of Crown Land – Riverview Road (South Side)	
Date Prepared:	June 30, 2025	
Report To:	Council	
Councillor:	Councillor Hiscock - Lead	
Department:	Public Works and Development - Planning and Development	

## **Decision/Direction Required:**

Approval to commence the rezoning process to change the zoning from Conservation (CON) to Residential Single Unit (RS-2) for the Crown land on the south side of Riverview Road to enable residential development.

#### **Proposed Resolution for Council:**

That Council approve the initiation of the rezoning process to change the zoning from Conservation to Residential Single Unit (RS-2) for the Crown land on the south side of Riverview Road to permit future residential development.

## **Discussion – Background and Current Status:**

The Town is undertaking infrastructure improvements on Riverview Road under Project HAF-2025-01, including installation of a new water main and upgrades to the storm sewer system. The sanitary sewer infrastructure is already in place.

These works will provide full municipal servicing in this area of Riverview Road, where such services did not previously exist.

Rezoning the Crown land from Conservation to Residential Single Unit (RS-2) will allow the Town to create new serviced residential lots, supporting the Housing Accelerator Fund objectives and meeting the community's growing need for housing.

This approach maximizes the benefit of infrastructure investments by enabling development on land that was previously unserviced and limited in use.

# **Key Considerations/Implications:**

- Budget: All construction costs for water and storm sewer upgrades are funded through the Housing Accelerator Fund.
- Strategic Alignment: Supports Housing Accelerator Fund commitments and Municipal Plan objectives for residential growth.
- **Legal:** Rezoning will follow all statutory requirements under the Urban and Rural Planning Act, including public notice and consultation.

#### Recommendation:

That Council approve the proposed resolution to initiate the rezoning process.

Prepared by: Nelson Chatman, P. ENG

Approved by: Nelson Chatman, P. ENG

Date Approved: June 30, 2025



Title:	Request to Rezone 109A Lincoln Road – Referral for Section 15 Provincial Review	
Date Prepared:	June 30, 2025	
Report To:	Council	
Councillor:	Councillor Hiscock - Lead	
Department:	Public Works and Development - Planning and Development	

## **Decision/Direction Required:**

That Council approve proceeding to refer the proposed Municipal Plan Amendment No. 19, 2025 and Development Regulations Amendment No. 24, 2025 to the Department of Environment, Climate Change and Municipalities for Section 15 provincial review, which will include the results of the completed public consultation process.

#### **Proposed Resolution for Council:**

That Council approve submission of Municipal Plan Amendment No. 19, 2025 and Development Regulations Amendment No. 24, 2025, affecting 109A Lincoln Road, to the Department of Environment, Climate Change and Municipalities for a Section 15 review, and that staff be directed to finalize and forward all required documentation, including a summary of public consultation outcomes, to the Local Governance and Land Use Planning Division.

#### **Discussion – Background and Current Status:**

The Town has received a request to rezone the property at 109A Lincoln Road for high-density residential development. The purpose of the amendments is to:

• Re-designate portions of the site from "Commercial" and "Recreation Open Space" to "Urban Residential" on the Future Land Use Map of the Municipal Plan.

• Rezone the site from "Commercial General (CG)," "Single Unit Small Lot Residential (RS-2)," and "Recreation Open Space (ROS)" to "Residential RM-2 High Density Multi-Unit Residential Zone" on the Land Use Zoning Map of the Development Regulations.

The proposed development includes up to five apartment buildings, three storeys in height, and approximately 50–60 residential units. The proposal supports the Town's strategic objectives to increase affordable housing options identified in the HART Community Housing Report (September 2024).

Public notices were prepared and distributed to adjacent property owners, published on the Town's website and social media, and advertised in accordance with the Urban and Rural Planning Act, 2000. The consultation period closed on July 8, 2025, and there were no submissions received.

## **Key Considerations/Implications:**

#### Budget/Financial:

No direct costs are associated with the referral process. Future development would generate tax revenue and support housing growth.

#### Strategic Alignment:

Aligns with Council's objectives to expand housing availability and utilize underdeveloped parcels for residential purposes.

## • Legal:

The Section 15 review is a legislated requirement under the Urban and Rural Planning Act prior to Ministerial registration.

#### Other:

Referral is necessary before further Council adoption steps and registration can proceed.

#### Recommendation:

It is recommended that Council approve submission of the proposed amendments for Section 15 review and direct staff to forward all supporting documentation, including records of public consultation, to the Department of Environment, Climate Change and Municipalities – Local Governance and Land Use Planning Division.

Prepared by: Nelson Chatman, P. ENG

Approved by: Nelson Chatman, P. ENG

Date Approved: June 30, 2025



Title:	Approval in Principle – Identification of Lands for Potential Residential Development Adjacent to Riverview Chevrolet		
Date Prepared:	June 30, 2025		
Report To:	Council		
Councillor:	Councillor Hiscock - Lead		
Department:	Public Works and Development - Planning and Development		

#### **Decision/Direction Required:**

Approval in principle to designate lands off Lincoln Road, adjacent to Riverview Chevrolet and the Exploits River, as a potential site for future residential development, and to proceed with preliminary investigations, planning, and stakeholder engagement.

#### **Proposed Resolution for Council:**

That Council approve, in principle, the identification of lands off Lincoln Road, adjacent to Riverview Chevrolet and the Exploits River, as a potential location for residential development.

## **Discussion – Background and Current Status:**

The Department has identified property situated off Lincoln Road, adjacent to Riverview Chevrolet and along the Exploits River, as a strategic location to support future residential growth. This area has proximity to existing municipal services and offers opportunities to diversify housing supply in the community.

Approval in principle will allow staff to carry out initial feasibility assessments & environmental assessments, develop a preliminary concept, gather input from the public and stakeholders, and apply for

crown land when eligible. No final decisions regarding development or land use changes will occur without further Council consideration and public engagement.

## **Key Considerations/Implications:**

#### Strategic Alignment:

Supports the Town's Strategic Plan objectives to encourage residential development and ensure adequate land supply for housing.

## Legal:

All future steps will comply with the Municipal Plan, Development Regulations, and the Urban and Rural Planning Act requirements for notice and consultation.

#### Other:

Final development approvals, zoning amendments, and servicing commitments will require separate Council consideration and resolutions.

#### Recommendation:

Approve the resolution to identify the site as a potential residential development area and authorize staff to proceed with preliminary planning, feasibility assessment, and stakeholder consultation.

Prepared by: Nelson Chatman, P. ENG

Approved by: Nelson Chatman, P. ENG

Date Approved: June 30, 2025



Title:	Request for Designated Parking Spaces – EveryBODY Fitness Center, 12 High Street	
Date Prepared:	July 2, 2025	
Report To:	Council	
Councillor:	Councillor Hiscock - Lead	
Department:	Public Works and Development - Planning and Development	

# **Decision/Direction Required:**

Council direction is requested regarding a proposal to designate public parking spaces near 12 High Street exclusively for patrons and staff of EveryBODY Fitness Center.

#### **Proposed Resolution for Council:**

That Council deny the request from the Owner of EveryBODY Fitness Center at 12 High Street to designate public parking spaces for exclusive use by the business and its customers.

## **Discussion – Background and Current Status:**

The Town received a request from the Owner of the fitness facility at 12 High Street seeking designated parking spaces to support customers and staff due to high parking demand in the area.

The requested locations include:

On-street parking directly in front of the facility entrance along High Street.

• Several spaces in the municipal parking area on the east side of High Street, near the area commonly used for community events and seasonal installations.

The Owner indicated that customers typically require parking for approximately 1–1.5 hours per visit, with occasional longer stays. Staff parking varies depending on availability during each shift.

These parking areas are public assets intended to serve the entire downtown business district, residents, and visitors. Allocating exclusive spaces to any single business could displace other users, create perceptions of unequal treatment, and set a precedent for similar requests by other commercial operators.

There is no existing precedent for reserving public parking spaces solely for individual private businesses in this vicinity. Implementing designated spaces would require installation of signage, enforcement resources, and ongoing monitoring, which would create operational demands and potential budget impacts.

Overall, the public parking areas in the downtown core are intended for general shared use and turnover to support all businesses and community activities.

## **Key Considerations/Implications:**

#### Strategic Alignment:

Consistent with Council's objective of equitable access to public infrastructure and support for all downtown businesses collectively.

## Operational Impact:

Designation of spaces would require signage, enforcement, and monitoring.

## • Budget:

Implementation and enforcement would result in costs that are not currently budgeted.

#### Public Interest:

Public parking is intended for the benefit of all users, and exclusive reservations are inconsistent with this principle.

#### Recommendation:

That Council deny the request, as the parking areas in question are public resources intended for the general use of all downtown businesses and their patrons, and exclusive reservations are not supported.

Prepared by: Nelson Chatman, P. ENG Approved by: Nelson Chatman, P. ENG

Date Approved: July 2, 2025



Title:	Development Regulations Amendment No. 25, 2025 – Updated Definition of Residential Care	
Date Prepared:	July 4, 2025	
Report To:	Council	
Councillor:	Councillor Hiscock - Lead	
Department:	Public Works and Development - Planning and Development	

# **Decision/Direction Required:**

Council's approval to proceed with Development Regulations Amendment No. 25, 2025, updating the definition of *Residential Care* to allow broader housing options and services to address special or temporary needs in the community.

#### **Proposed Resolution for Council:**

That under the authority of Section 16 of the Urban and Rural Planning Act, 2000, the Town Council of Grand Falls-Windsor adopts the Amendment No. 25, 2025 to the Grand Falls-Windsor Development Regulations 2022-2032.

#### **Discussion – Background and Current Status:**

The Town has identified an increasing need for flexible housing and services to support residents facing special circumstances, such as transitional and supportive housing. The current definition of *Residential Care* is limited in scope and does not sufficiently accommodate these emerging requirements.

Development Regulations Amendment No. 25, 2025, proposes to modernize the definition to include:

- Transitional or supportive housing of a temporary nature.
- Provision of professional assistance and supervision as appropriate.
- Compliance with all applicable federal and provincial regulations governing such facilities.

The amendment was publicly advertised and posted at:

- Joe Byrne Stadium
- Town Hall
- The Town's website and social media channels

Public comments, objections, or representations were invited by Noon, Tuesday, July 8, 2025, and there were no submissions received.

This update will provide developers and non-profit organizations with greater clarity and opportunity to establish facilities that align with Council's goal of meeting diverse housing needs in the community.

# **Key Considerations/Implications:**

## **Budget Implications:**

No direct cost to the Town aside from standard advertising and administrative processing.

#### Strategic Alignment:

Supports Council's strategic priority to promote diverse and inclusive housing options.

## Legal:

The amendment complies with requirements under the Urban and Rural Planning Act, 2000.

## Other Implications:

Expanded definition improves the Town's ability to respond to housing challenges and support vulnerable populations.

#### Recommendation:

That Council approve the proposed amendment and proceed with its adoption.

Prepared by: Nelson Chatman, P. ENG

Approved by: Nelson Chatman

Date Approved: July 4, 2025



Title:	Nomination Day	
Date Prepared:	June 26, 2025	
Report To:	Council	
Councillor:	Councillor Coady - Lead	
Department:	Corporate Services - Finance, Administration and Policy	

#### **Decision/Direction Required:**

Council's decision is required to approve the proposed date, time, and location for Nomination Day in accordance with municipal election procedures.

#### **Proposed Resolution for Council:**

That Council approve the nomination day as Monday, September 8, 2025, from 8:00 A.M. to 8:00 P.M. at the Town Hall.

#### **Discussion – Background and Current Status:**

As part of the municipal election process, the Town is required to set and publicly declare a nomination day. Nomination Day allows eligible candidates to file nomination papers to run for Council. Setting this date ensures that the election process adheres to legislated timelines. The proposed date of September 8, 2025, falls within the permitted timeframe before Election Day and aligns with election preparation timelines and logistical requirements.

## Recommendation:

It is recommended that Council approve the resolution to set Monday, September 8, 2025, from 8:00 A.M. to 8:00 P.M. at the Town Hall as Nomination Day for the upcoming municipal election.

**Prepared by: Kara Hutchinson** 

Approved by: Darren Finn

Date Approved: June 26, 2025



Title:	Returning Officer and Alternate Appointment	
Date Prepared:	June 26, 2025	
Report To:	Council	
Councillor:	Councillor Coady - Lead	
Department:	Corporate Services - Finance, Administration and Policy	

## **Decision/Direction Required:**

Council direction is required to formally appoint the Director of Corporate Services/Clerk as Returning Officer and the Deputy Town Clerk as Alternate Returning Officer for the upcoming municipal election.

#### **Proposed Resolution for Council:**

That Council approve the appointment of the Director of Corporate Services/Clerk as Returning Officer and the Deputy Town Clerk as Alternate Returning Officer for the 2025 Municipal Election.

#### **Discussion – Background and Current Status:**

In accordance with the requirements for the administration of municipal elections, it is necessary to appoint a Returning Officer and an Alternate Returning Officer to oversee the electoral process. The Returning Officer is responsible for managing the election in a fair, transparent, and efficient manner. Appointing staff members familiar with municipal procedures ensures continuity and compliance with legislative requirements. The Director of Corporate Services/Clerk and the Deputy Town Clerk have both the experience and qualifications to fulfill these roles. This appointment is in line with past practice and aligns with the responsibilities outlined in the relevant election legislation.

#### Recommendation:

That Council approve the appointment of the Director of Corporate Services/Clerk as Returning Officer and the Deputy Town Clerk as Alternate Returning Officer for the 2025 Municipal Election.

Prepared by: Kara Hutchinson

**Approved by: Darren Finn** 

Date Approved: June 26, 2025



Title:	Advance Poll for 2025 Municipal Election	
Date Prepared:	June 26, 2025	
Report To:	Council	
Councillor:	Councillor Coady - Lead	
Department:	Corporate Services - Finance, Administration and Policy	

## **Decision/Direction Required:**

Council approval is required to formally designate Saturday, September 20, 2025, as the date for the Municipal Election Advance Poll, and to confirm Windsor Pentecostal Church as the polling location from 8:00 a.m. to 8:00 p.m. This decision will enable staff to proceed with logistical planning, communications, and compliance with legislative requirements.

## **Proposed Resolution for Council:**

That Council designate Saturday September 20, 2025 as the day for the Town of Grand Falls-Windsor Municipal Election Advance Poll. The location will be the Windsor Pentecostal Church, and it will run from 8am to 8pm.

## **Discussion – Background and Current Status:**

In accordance with legislation municipalities must offer an advance poll for voters who are unable to vote on the regular polling day. For the 2025 municipal election, the proposed date for the advance poll is Saturday, September 20, 2025. The Windsor Pentecostal Church has been identified as a suitable and accessible location for this poll, and the poll will be open from 8:00 a.m. to 8:00 p.m.

## **Recommendation:**

That Council approve the designation of Saturday, September 20, 2025 as the Advance Poll date for the Town of Grand Falls-Windsor Municipal Election, to be held at Windsor Pentecostal Church from 8:00 a.m. to 8:00 p.m., in accordance with legislative requirements and best practices for accessibility and voter participation.

Prepared by: Kara Hutchinson

Approved by: Darren Finn

Date Approved: June 26, 2026



Title:	2025 Municipal Election Day	
Date Prepared:	June 26, 2025	
Report To:	Council	
Councillor:	Councillor Coady - Lead	
Department:	Corporate Services - Finance, Administration and Policy	

#### **Decision/Direction Required:**

Council decision is required to approve the official date, time, and location(s) for the 2025 Municipal Election Day.

#### **Proposed Resolution for Council:**

That Council approve the designation of Thursday, October 2, 2025, as the official Election Day, with polling stations open from 8:00 A.M. to 8:00 P.M. at selected polling booths in the Town of Grand Falls-Windsor.

## **Discussion – Background and Current Status:**

In accordance with legislation municipalities are required to formally set the date and hours for Election Day. In preparation for the 2025 municipal election, it is necessary for Council to pass a resolution confirming the official election date and operating hours of polling stations. The proposed date, Thursday, October 2, 2025, aligns with provincial guidelines and provides sufficient time for election planning, public notification, and accessibility considerations. Selected polling booths will be confirmed and advertised in advance to ensure all eligible voters have access.

## Recommendation:

That Council approve the resolution to designate Thursday, October 2, 2025, as the official Election Day for the Town of Grand Falls-Windsor, with voting hours from 8:00 A.M. to 8:00 P.M. at selected polling booths.

Prepared by: Kara Hutchinson

Approved by: Darren Finn

Date Approved: June 26, 2025



# **INFORMATION NOTE**

Title:	Disbursement Report – July 15, 2025	
Date Prepared:	July 10, 2025	
Report To:	Regular Meeting of Council	
Councillor:	Councillor Coady - Lead	
Department:	Corporate Services - Finance, Administration and Policy	

#### Issue:

Summary of disbursements greater than \$1,000 for Council review.

## **Discussion – Background & Current Status:**

This information note is prepared by staff, and reviewed by Council which provides a summary of disbursements over \$1,000 as of July 15th, 2025 in the amount of \$1,874,433.61.

## **Conclusion/Next Steps:**

The Town's disbursements for this period reflect necessary operational costs, capital commitments and community investments, in addition to payments relating to partnerships with other Government agencies. Management will continue to monitor expenses and report disbursements over \$1,000 at future meetings.

Prepared by:

Approved by: Steve Gosse

**Date Approved: 07-10-2025** 

Amproint	Vendor	ACCT - DESCRIPTION		TOTAL
Allnorth Consultants Ltd.   Town of GPW- PW Depot Retrotif.   \$2.887 pt.			\$	
Allnorth Consultants Ltd.   Town of GPW- PW Depot Retrotif.   \$2.887 pt.	AGAT Laboratories	Wastewater Testing	\$	1,677.85
Andrew E. MacDonald Insurance Services         Accident E. MacDonald Insurance Services         \$ 5,938.00           Andrew E. MacDonald Insurance Services         Accident and Sickness Policy - Fire Fighters         \$ 1,000.00           Armtee Inc.         U-Post - Paint and Signs         \$ 3,671.20           Armtee Inc.         U-Post - Paint and Signs         \$ 3,671.20           Attin Safety & Industrial         Face Respirators & FIT 1est         \$ 1,155.57           Attantic Druffication Systems         Probe - WTP         \$ 1,335.72           Beautiful Flowers Nursery         Hangia Basket         \$ 5,698.25           Beat Buy Canada Ltd.         Lenovo Laptop         \$ 2,847.80           BloMax Wastewater Solutions Inc.         OHS Insider Renewal         \$ 1,447.85           Brandt Tractor Ltd.         New 2025 644P Loader         \$ 625,600.00           Brandt Tractor Ltd.         New 2025 644P Loader         \$ 625,600.00           Canada's Big Truck Rental         Freighttiner Rear Loader Rental - Town Cleanup         \$ 19,242.52           Canada's Big Truck Rental         Freighttiner Rear Loader Rental - Town Cleanup         \$ 12,075.00           CBCL Limited         GT-99-2022-7655         \$ 2,8378.00           Central A Housing and Homelessness Network         Operating Giant         \$ 5,000.00           Central A Housing and H	Allnorth Consultants Ltd.		\$	2,887.94
Andrew R. MacDonald Insurance Services         Accident and Sickness Policy - Fire Fighters         \$ 1,500,00           Another Newfoundland Drama Company Inc.         Operating Grant         \$ 1,000,00           Artinis Safety & Industrial         Face Respirators & Fit Test         \$ 1,555,712           Artinis Safety & Industrial         Face Respirators & Fit Test         \$ 1,353,75           Artinis Christical Osystems         Probe-WIP         \$ 1,339,75           Beautiful Flowers Nursery         Hanging Basket         \$ 5,892,50           Beautiful Flowers Nursery         Hanging Basket         \$ 5,892,50           Biol Max Wastewater Solutions Inc.         2nd Quarter Covering April - June 30, 2025         \$ 5,241,21           Biol Max Wastewater Solutions Inc.         2nd Quarter Covering April - June 30, 2025         \$ 5,241,21           Brandt Tractor Ltd.         New 2025 644P Loader         \$ 625,600,00           Broderick's Entertainment Ltd.         New 2025 644P Loader         \$ 625,600,00           Broderick's Entertainment Ltd.         Deposit - Concert         \$ 5,000,00           Broderick's Entertainment Ltd.         Deposit - Concert         \$ 5,000,00           Condad's Big Truck Rental         Freightliner Rear Loader Rental - Town Cleanup         \$ 12,075,00           Central Housing and Homelessness Network         Operating Crant	Allnorth Consultants Ltd.	GFW Circular Road Slip lining	\$	1,766.40
Another Newfoundland Drama Company Inc.  Artin Safety & Industrial  Face Respirators & FITTES  Atlantic Purification Systems  Probe - WTP  \$ 1,339.75  Atlantic Purification Systems  Probe - WTP  \$ 1,339.75  Best Bluy Canada Ltd.  Lenovo Laptop  Best Bluy Canada Ltd.  New 2025 644P Loador  Brack Fine Fine Fine Fine Fine Fine Fine Fine	Andrew E. MacDonald Insurance Services	Volunteer Firefighter Insurance	\$	5,936.00
Armtec Inc.         U-Post-Paint and Signs         \$ 3,671.26           Arttin Safety & Industrial         Face Respirators & Fit Test         \$ 1,155.57           Attanic Purification Systems         Probe - WIP         \$ 1,353.75           Beautiful Flowers Nursery         Hanging Basket         \$ 5,692.50           Best Bluy Canada Ltd.         Lenvou Laptop         \$ 2,247.80           Bild Max Wastewater Solutions Inc.         2nd Quarter Covering April - June 30,2025         \$ 5,241.21           Bengard Holdings Inc.         OHS Insider Renewal         \$ 1,447.85           Arand Tractor Ltd.         New 2025 644P Loader         \$ 625,600.00           Broderick's Entertainment Ltd.         Deposit - Concert         \$ 5,000.00           Broderick's Entertainment Ltd.         Deposit - Concert         \$ 5,000.00           Canada's Big Truck Rental         Freighttiner Rear Loader Rental - Town Cleanup         \$ 12,075.00           Coll Culmited         G. 79.2022-7855         \$ 2,900.00           Central Housing and Homelessness Network         Operating Grant         \$ 2,000.00           Central Hydraulics & Supply         Braided Hose - Tigerflex Food Grade         \$ 1,009.00           Central Hydraulics & Supply         Braided Hose - Tigerflex Food Grade         \$ 1,095.50           Central New Foundland Waste Mgmt.         B	Andrew E. MacDonald Insurance Services	Accident and Sickness Policy - Fire Fighters	\$	1,500.00
Artith Sartely & Industrial         Face Respirators & Fit Test         \$ 1,155.57           Altantic Purification Systems         Probe - WTP         \$ 1,339.75           Beautiful Flowers Nursery         Hanging Basket         \$ 5,692.50           Beast Buy Canada Ltd.         Lenovo Laptop         \$ 2,247.80           Bead Buy Canada Ltd.         Lenovo Laptop         \$ 2,247.21           Bongarde Holdings Inc.         OHS Insider Renewal         \$ 1,447.85           Brandt Tractor Ltd.         New 2025 644P Loader         \$ 625,600.00           Canada's Big Truck Rental         Freightliner Rear Loader Rental - Town Cleanup         \$ 19,264.50           Canada's Big Truck Rental         Freightliner Rear Loader Rental - Town Cleanup         \$ 19,264.50           Canada's Big Truck Rental         Freightliner Rear Loader Rental - Town Cleanup         \$ 19,264.50           Canada's Big Truck Rental         Freightliner Rear Loader Rental - Town Cleanup         \$ 19,264.50           CBCL Limited         G-99-2022-7655         \$ 26,932.64           Central Newfoundland Waste Myste & Santal Cleanup         \$ 1,000.00           Central Newfoundland Waste Myste & Santal Clean Up         \$ 2,935.26           Central Newfoundland Waste Myste & Santal Clean Up         \$ 2,9376.00           Chemitrade Chemicals Canada Ltd.         Alum - May         \$ 2,010	Another Newfoundland Drama Company Inc.	Operating Grant	\$	10,000.00
Atlantic Purification Systems   Probe - WTP   S 1,339.75	Armtec Inc.	U-Post - Paint and Signs	\$	3,671.26
Beautiful Flowers Nursery         Hanging Basket         \$ 5,692.50           Best Buy Canada Ltd.         Lenovo Laptop         \$ 2,847.80           Bompard Vestewater Solutions Inc.         2nd Quarter Covering April - June 30, 2025         \$ 5,241.21           Bongarde Holdings Inc.         OHS Insider Renewal         \$ 1,447.80           Brandt Tractor Ltd.         New 2025 644P Loader         \$ 625,800.00           Brandt Tractor Ltd.         Deposit - Concert         \$ 5,000.00           Canada's Big Truck Rental         Freightliner Rear Loader Rental - Town Cleanup         \$ 12,075.00           Canada's Big Truck Rental         Freightliner Rear Loader Rental - Town Cleanup         \$ 12,075.00           CBCL Limited         GF-99-2022-7655         \$ 2,893.04           CERCL Limited         GF-99-2022-7655         \$ 2,893.05           Central Newfoundland Waste Mym         Braided Hose - Tigertlex Food Grade         \$ 1,598.50           Central Newfoundland Waste Mym         Residential Waste & Annual Clean Up         \$ 69,953.05           Chartia Evynn         Food Vouchers         \$ 1,020.00           Chemtral de Chemicals Canada Ltd.         Alum - May         \$ 20,120.40           Chemitrade Chemicals Canada Ltd.         Alum - May         \$ 20,120.40           Chemitrade Chemicals Canada Ltd.         Alum - May	Artlin Safety & Industrial	Face Respirators & Fit Test	\$	1,155.57
Best Buy Canada Ltd.	Atlantic Purification Systems	Probe - WTP	\$	1,339.75
BioMaxw Wastewater Solutions Inc.	Beautiful Flowers Nursery	Hanging Basket	\$	5,692.50
Bongarde Holdings Inc.         OHS Insider Renewal         \$ 625,500.00           Brandt Tractor Ltd.         New 2025 644P Loader         \$ 625,500.00           Broderick's Entertainment Ltd.         Deposit - Concert         \$ 5,000.00           Canada's Big Truck Rental         Freightliner Rear Loader Rental - Town Cleanup         \$ 12,075.00           CBCL Limited         GT-99-2022-7655         \$ 26,332.64           Central Housing and Homelessness Network         Operating Grant         \$ 5,000.00           Central Housing and Homelessness Network         Operating Grant         \$ 1,598.50           Central Hewfoundland Waste Mgmt.         HHW Day         \$ 2,976.00           Central Newfoundland Waste Mgmt.         HHW Day         \$ 69,953.05           Central Newfoundland Waste Mgmt.         Residential Waste & Annual Clean Up         \$ 69,953.05           Charlie Pynn         Food Vouchers         \$ 1,020.00           Chemitade Chemicals Canada Ltd.         Alum - Hay         \$ 20,120.40           Chemtrade Chemicals Canada Ltd.         Alum - Hay         \$ 20,120.40           Chemtrade Chemicals Canada Ltd.         Alum         \$ 1,019.51           Construction Signs Limited         Signs         \$ 1,813.38           Construction Signs Limited         Signs         \$ 1,813.33           C	Best Buy Canada Ltd.	Lenovo Laptop	\$	2,847.80
Brandt Tractor Ltd.         New 2025 644P Loader         \$ 625,600.00           Broderick's Entertainment Ltd.         Deposit - Concert         \$ 5,000.00           Broderick's Entertainment Ltd.         Deposit - Concert         \$ 5,000.00           Canada's Big Truck Rental         Freightliner Rear Loader Rental - Town Cleanup         \$ 12,075.00           CBCL Limited         GT-99-2022-7555         \$ 26,323.00           Central Housing and Homelessness Network         Operating Grant         \$ 5,000.00           Central Howloundland Waste Mgmt.         Braided Hose - Tigerflex Food Grade         \$ 1,598.50           Central Newfoundland Waste Mgmt.         Residential Waste & Annual Clean Up         \$ 69,953.05           Chartie Pynn         Food Vouchers         \$ 1,020.00           Chemtrade Chemicals Canada Ltd.         Alum - May         \$ 20,120.40           Chemtrade Chemicals Canada Ltd.         Alum - May         \$ 20,132.32           CliBC Mortgage & Lending Services Operations         Query Entral Chemicals Canada Ltd.         Alum - May         \$ 1,019.51           Cloral Tada         Union Dues Collected - April 2025         \$ 5,404.59         \$ 1,419.51           Colloword Brown Entracement Association         Annual Grant - 2nd Payment         \$ 2,009.63         \$ 5,404.59           Dollywood Foundation of Canada         Book Clu	BioMaxx Wastewater Solutions Inc.	2nd Quarter Covering April - June 30, 2025	\$	5,241.21
Brandt Tractor Ltd.         New 2025 644P Loader         \$ 625,600.00           Canada's Sig Truck Rental         Freightliner Rear Loader Rental - Town Cleanup         \$ 19,245,25           Canada's Sig Truck Rental         Freightliner Rear Loader Rental - Town Cleanup         \$ 12,075,00           Canada's Sig Truck Rental         Freightliner Rear Loader Rental - Town Cleanup         \$ 12,075,00           Central Housing and Homelessness Network         Operating Grant         \$ 5,000,00           Central Hydraulics & Supply         Braided Hose - Tigerflex Food Grade         \$ 1,598,50           Central Newfoundland Waste Mgmt.         HIHW Day         \$ 2,976,00           Central Newfoundland Waste Mgmt.         Residential Waste & Annual Clean Up         \$ 69,853,05           Charlie Pynn         Food Vouchers         \$ 1,020,00           Chemtrade Chemicals Canada Ltd.         Alum         \$ 20,120,40           Chemtrade Signs Limited         Signs         \$ 1,419,51           Cipic Local Lidage         Linical Limited	Bongarde Holdings Inc.	OHS Insider Renewal	\$	1,447.85
Broderick's Entertainment Ltd.		New 2025 644P Loader	\$	625,600.00
Canada's Big Truck Rental         Freighttliner Rear Loader Rental - Town Cleanup         \$ 12,075.00           CBCL Limited         GT-99-2022-7655         \$ 26,332.64           Central Housing and Homelessness Network         Operating Grant         \$ 5,000.00           Central Hydraulics & Supply         Braided Hose - Tigerflex Food Grade         \$ 1,598.50           Central Newfoundland Waste Mgmt.         HHW Day         \$ 2,975.00           Central Newfoundland Waste Mgmt.         Residential Waste & Annual Clean Up         \$ 6,985.05           Chartile Pynn         Food Vouchers         \$ 1,020.00           Chemtrade Chemicals Canada Ltd.         Alum - May         \$ 20,120.40           Chemtrade Chemicals Canada Ltd.         Alum - May         \$ 20,139.23           CiBC Mortgage & Lending Services Operations         Overpayment of Property Tax         \$ 1,019.51           Construction Signs Limited         Signs         \$ 1,831.38           Construction Signs Limited         Signs         \$ 1,831.38           Contrours Probe Referencement Association         Annual Grant - 2nd Payment         \$ 2,200.00           CUPE Local 1349         Union Dues Cotlected - April 2025         \$ 5,404.59           Director of Support Enforcement         May Remittance         \$ 2,270.95           Dollywood Foundation of Canada         Book	Broderick's Entertainment Ltd.	Deposit - Concert	_	
Canada's Big Truck Rental         Freighttliner Rear Loader Rental - Town Cleanup         \$ 12,075.00           CBCL Limited         GT-99-2022-7655         \$ 26,332.64           Central Housing and Homelessness Network         Operating Grant         \$ 5,000.00           Central Hydraulics & Supply         Braided Hose - Tigerflex Food Grade         \$ 1,598.50           Central Newfoundland Waste Mgmt.         HHW Day         \$ 2,975.00           Central Newfoundland Waste Mgmt.         Residential Waste & Annual Clean Up         \$ 6,985.05           Chartile Pynn         Food Vouchers         \$ 1,020.00           Chemtrade Chemicals Canada Ltd.         Alum - May         \$ 20,120.40           Chemtrade Chemicals Canada Ltd.         Alum - May         \$ 20,139.23           CiBC Mortgage & Lending Services Operations         Overpayment of Property Tax         \$ 1,019.51           Construction Signs Limited         Signs         \$ 1,831.38           Construction Signs Limited         Signs         \$ 1,831.38           Contrours Probe Referencement Association         Annual Grant - 2nd Payment         \$ 2,200.00           CUPE Local 1349         Union Dues Cotlected - April 2025         \$ 5,404.59           Director of Support Enforcement         May Remittance         \$ 2,270.95           Dollywood Foundation of Canada         Book	Canada's Big Truck Rental	Freightliner Rear Loader Rental - Town Cleanup	_	19,245.25
CBCL Lamited         GT-99-2022-7655         \$ 26,932.64           Central Hubusing and Homelessness Network         Operating Grant         \$ 5,000.00           Central Hydraulics & Supply         Braided Hose- Tigerflex Food Grade         \$ 1,598.50           Central Newfoundland Waste Mgmt.         HHW Day         \$ 2,976.00           Central Newfoundland Waste Mgmt.         Food Vouchers         \$ 1,020.00           Chantile Pynn         Food Vouchers         \$ 1,020.00           Chemtrade Chemicals Canada Ltd.         Alum - May         \$ 20,120.40           Chemtrade Chemicals Canada Ltd.         Alum         \$ 20,139.32           CIBE Mortgage & Lending Services Operations         Overpayment of Property Tax         \$ 1,913.51           Construction Signs Limited         Signs         \$ 1,831.38           Corduroy Brook Enhancement Association         Annual Grant - 2nd Payment         \$ 24,000.00           CUPE Local 1349         Union Dues Collected - April 2025         \$ 5,404.59           Director of Support Enforcement         May Remittance         \$ 2,279.95           Dictywood Foundation of Canada         Book Club         \$ 1,047.20           Dollywood Foundation of Canada         Book Club         \$ 1,047.20           Exploits Valley Paving         Replacement Buttons         \$ 1,469.47      <			_	12,075.00
Central Housing and Homelessness Network         Operating Grant         \$ 5,000.00           Central Hydraulics & Supply         Braided Hose - Tigerflex Food Grade         \$ 1,598.50           Central Newfoundland Waste Mgmt.         Residential Waste & Annual Clean Up         \$ 69,953.05           Chartie Pynn         Food Vouchers         \$ 1,020.00           Chemtrade Chemicals Canada Ltd.         Alum - May         \$ 20,120.40           Chemtrade Chemicals Canada Ltd.         Alum - May         \$ 20,139.23           CIBC Mortgage & Lending Services Operations         Overpayment of Property Tax         \$ 1,019.51           Construction Signs Limited         Signs         \$ 1,831.38           Cordurory Brook Enhancement Association         Annual Grant - 2nd Payment         \$ 24,000.00           CUPE Local 1349         Union Dues Collected - April 2025         \$ 5,404.59           Director of Support Enforcement         May Remittance         \$ 2,270.95           Dollywood Foundation of Canada         Book Club         \$ 1,047.20           Dollywood Foundation of Canada         Book Club         \$ 1,099.18           Econolite Canada INC         Replacement Buttons         \$ 1,469.47           Exploits Valley Paving         Asphalt         \$ 1,707.75           Exploits Valley Paving         Asphalt         \$ 1,000.00 <td></td> <td></td> <td>_</td> <td></td>			_	
Central Hydraultics & Supply         Braided Hose - Tigerflex Food Grade         \$ 1,598.50           Central Newfoundland Waste Mgmt.         HHV Day         \$ 2,976.00           Central Newfoundland Waste Mgmt.         Residential Waste & Annual Clean Up         \$ 69,953.05           Charlie Pynn         Food Vouchers         \$ 1,020.00           Chemtrade Chemicals Canada Ltd.         Alum - May         \$ 20,120.40           Chemtrade Chemicals Canada Ltd.         Alum         \$ 20,120.40           Clied Mortgage & Lending Services Operations         Overpayment of Property Tax         \$ 1,019.51           Construction Signs Limited         Signs         \$ 1,831.38           Cordurol Brook Enhancement Association         Annual Grant - 2nd Payment         \$ 24,000.00           CUPE Local 1349         Union Dues Collected - April 2025         \$ 5,404.59           Director of Support Enforcement         May Remittance         \$ 2,270.95           Dollywood Foundation of Canada         Book Club         \$ 1,097.20           Dollywood Foundation of Canada         Book Club         \$ 1,469.47           Exploits Valley Paving         Asphalt         \$ 1,707.75           Exploits Valley Paving         Asphalt         \$ 1,707.75           Exploits Valley YmCA         Community Grant - Gators Summer Swim Program         \$ 5,000.0	Central Housing and Homelessness Network	Operating Grant	_	
Central Newfoundland Waste Mgmt.         HHW Day         \$ 2,976.00           Central Newfoundland Waste Mgmt.         Residential Waste & Annual Clean Up         \$ 69,953.06           Chartile Pynn         Food Vouchers         \$ 20,120.40           Chemtrade Chemicals Canada Ltd.         Alum - May         \$ 20,120.40           Chemtrade Chemicals Canada Ltd.         Alum         \$ 20,193.23           CIBC Mortgage & Lending Services Operations         Overpayment of Property Tax         \$ 1,019.51           Construction Signs Limited         Signs         \$ 1,831.38           Corduroy Brook Enhancement Association         Annual Grant - 2nd Payment         \$ 24,000.00           CUPE Local 1349         Union Dues Collected - April 2025         \$ 5,404.59           Director of Support Enforcement         May Remittance         \$ 2,270.95           Dollywood Foundation of Canada         Book Club         \$ 1,099.18           Econolitic Canada INC         Replacement Buttons         \$ 1,469.47           Exploits Valley Paving         Asphatt         \$ 1,707.75           Exploits Valley Pawing         Asphatt         \$ 1,707.75           Exploits Valley Pinda         Community Grant - Gators Summer Swim Program         \$ 5,000.00           Fireworks FX Inc.         Canada Day Fireworks 2025         \$ 1,360.21			_	
Central Newfoundland Waste Mgmt.         Residential Waste & Annual Clean Up         \$ 69,953.05           Charlie Pynn         Food Vouchers         \$ 1,020.00           Chemtrade Chemicals Canada Ltd.         Alum - May         \$ 20,120.40           Chemtrade Chemicals Canada Ltd.         Alum         \$ 20,139.22           CIBC Mortgage & Lending Services Operations         Coverpayment of Property Tax         \$ 1,019.51           Construction Signs Limited         Signs         \$ 1,831.38           Corduroy Brook Enhancement Association         Annual Grant - 2nd Payment         \$ 24,000.00           CUPE Local 1349         Union Dues Collected - April 2025         \$ 5,404.59           Director of Support Enforcement         May Remittance         \$ 2,270.95           Dictywood Foundation of Canada         Book Club         \$ 1,047.20           Dollywood Foundation of Canada         Book Club         \$ 1,099.18           Econolite Canada INC         Replacement Buttons         \$ 1,469.47           Exploits Valley Paving         Asphalt         \$ 1,707.75           Exploits Valley YMCA         Community Grant - Gators Summer Swim Program         \$ 5,000.00           Fireworks FX Inc.         Canada Day Fireworks 2025         \$ 14,500.01           Grand Falls-Windsor Minor Baseball Assoc.         Community Grant 2025         <			_	
Chartie Pynn         Food Vouchers         \$ 1,020.00           Chemtrade Chemicals Canada Ltd.         Alum - May         \$ 20,120.40           Chemtrade Chemicals Canada Ltd.         Alum - May         \$ 20,120.32           LIBC Mortgage & Lending Services Operations         Overpayment of Property Tax         \$ 1,019.51           Construction Signs Limited         Signs         \$ 1,831.38           Cordury Brook Enhancement Association         Annual Grant - 2nd Payment         \$ 24,000.00           CUPE Local 1349         Union Dues Collected - April 2025         \$ 5,404.59           Director of Support Enforcement         May Remittance         \$ 2,270.95           Dollywood Foundation of Canada         Book Club         \$ 1,047.20           Dollywood Foundation of Canada         Book Club         \$ 1,099.18           Econolite Canada INC         Replacement Buttons         \$ 1,707.75           Exploits Valley Paving         Asphalt         \$ 2,009.60           Firesafe Headquarters         Helmets         \$ 2,009.63           Fireworks FX Inc.         Canada Day Fireworks 2025         \$ 3,000.00           Hetek Solutions Inc.         Gas Detection Service - 123838         \$ 1,707.84           Hetek Solutions Inc.         Gas Calibration Service - 1243736         \$ 1,024.71           Hetek Sol		·	_	
Chemtrade Chemicals Canada Ltd.         Alum - May         \$ 20,120.40           Chemtrade Chemicals Canada Ltd.         Alum         \$ 20,139.23           CIBC Mortgage & Lending Services Operations         Overpayment of Property Tax         \$ 1,019.51           Construction Signs Limited         Signs         \$ 1,831.38           Corduroy Brook Enhancement Association         Annual Grant - 2nd Payment         \$ 24,000.00           CUPE Local 1349         Union Dues Collected - April 2025         \$ 5,404.59           Director of Support Enforcement         May Bernitance         \$ 2,270.95           Dollywood Foundation of Canada         Book Club         \$ 1,097.20           Dollywood Foundation of Canada         Book Club         \$ 1,099.18           Econolite Canada INC         Replacement Buttons         \$ 1,469.47           Exploits Valley Paving         Asphalt         \$ 1,707.75           Exploits Valley PMCA         Community Grant - Gators Summer Swim Program         \$ 5,000.00           Firesarke Headquarters         Hellmets         \$ 2,009.63           Fireworks FX Inc.         Canada Day Fireworks 2025         \$ 3,000.00           Grand Falls-Windsor Minor Baseball Assoc.         Community Grant 2025         \$ 3,000.00           Hetek Solutions Inc.         Gas Detection Service 123838         \$ 1,366.27 <td></td> <td></td> <td>_</td> <td>-</td>			_	-
Chemtrade Chemicals Canada Ltd.         Alum         \$ 20,193.23           CIBC Mortgage & Lending Services Operations         Overpayment of Property Tax         \$ 1,019.51           Construction Signs Limited         Signs         \$ 24,000.00           Corduroy Brook Enhancement Association         Annual Grant - 2nd Payment         \$ 24,000.00           CUPE Local 1349         Union Dues Collected - April 2025         \$ 5,404.59           Director of Support Enforcement         May Remittance         \$ 2,270.95           Dollywood Foundation of Canada         Book Club         \$ 1,094.20           Dollywood Foundation of Canada         Book Club         \$ 1,099.18           Econolite Canada INC         Replacement Buttons         \$ 1,469.47           Exploits Valley Paving         Asphalt         \$ 1,707.75           Exploits Valley Paving         Asphalt         \$ 1,707.75           Exploits Valley Paving         Asphalt         \$ 1,000.00           Fireworks FX Inc.         Community Grant - Gators Summer Swim Program         \$ 1,000.00           Fireworks FX Inc.         Canada Day Fireworks 2025         \$ 3,000.00           Grand Falls-Windsor Minor Basebalt Assoc.         Community Grant 2025         \$ 3,000.00           Hetek Solutions Inc.         Gas Calibration Services - Service 123838         \$ 1,366.27	-		_	
CIBC Mortgage & Lending Services Operations         Overpayment of Property Tax         \$ 1,019.51           Construction Signs Limited         Signs         \$ 1,831.38           Corduroy Brook Enhancement Association         Annual Grant - 2nd Payment         \$ 24,000.00           CUPE Local 1349         Union Dues Collected - April 2025         \$ 5,404.59           Director of Support Enforcement         May Remittance         \$ 2,270.95           Dollywood Foundation of Canada         Book Club         \$ 1,047.20           Dollywood Foundation of Canada         Book Club         \$ 1,099.18           Econolite Canada INC         Replacement Buttons         \$ 1,707.75           Exploits Valley Paving         Asphalt         \$ 1,707.75           Exploits Valley YMCA         Community Grant - Gators Summer Swim Program         \$ 5,000.00           Fireworks FX Inc.         Canada Day Fireworks 2025         \$ 1,4500.01           Grand Falls-Windsor Minor Baseball Assoc.         Community Grant 2025         \$ 3,000.00           Hetek Solutions Inc.         Gas Detection Services - Service 123838         \$ 1,707.84           Hetek Solutions Inc.         Gas Detection Services - 124217         \$ 1,366.27           Hetek Solutions Inc.         Gas Detection Services - 124217         \$ 1,366.27           Hetek Solutions Inc.         Gas De			_	
Construction Signs Limited         Signs         \$ 1,831.38           Cordury Brook Enhancement Association         Annual Grant - 2nd Payment         \$ 24,000.00           CUPE Local 1349         Union Dues Collected - April 2025         \$ 5,404.59           Director of Support Enforcement         May Remittance         \$ 2,270.95           Dollywood Foundation of Canada         Book Club         \$ 1,047.20           Dollywood Foundation of Canada         Book Club         \$ 1,099.18           Econolite Canada INC         Replacement Buttons         \$ 1,469.47           Exploits Valley Paving         Asphalt         \$ 1,707.75           Exploits Valley Paving         Asphalt         \$ 1,707.75           Exploits Valley YMCA         Community Grant - Gators Summer Swim Program         \$ 5,000.00           Fireworks FX Inc.         Canada Day Fireworks 2025         \$ 14,500.01           Grand Falls-Windsor Minor Baseball Assoc.         Community Grant 2025         \$ 14,500.01           Grand Falls-Windsor Minor Baseball Assoc.         Community Grant 2025         \$ 14,500.01           Hetek Solutions Inc.         Gas Detection Services - Service 123838         \$ 1,707.84           Hetek Solutions Inc.         Gas Detection Services - 1243736         \$ 1,024.71           Hetek Solutions Inc.         Gas Detection Services - 124217 <td></td> <td></td> <td>_</td> <td>-</td>			_	-
Corduroy Brook Enhancement Association         Annual Grant - 2nd Payment         \$ 24,000.00           CUPE Local 1349         Union Dues Collected - April 2025         \$ 5,404.59           Director of Support Enforcement         May Remittance         \$ 2,270.95           Dollywood Foundation of Canada         Book Club         \$ 1,047.20           Dollywood Foundation of Canada         Book Club         \$ 1,099.18           Econolite Canada INC         Replacement Buttons         \$ 1,469.47           Exploits Valley Paving         Asphalt         \$ 1,707.75           Exploits Valley PMCA         Community Grant - Gators Summer Swim Program         \$ 5,000.00           Fireworks FX Inc.         Canada Day Fireworks 2025         \$ 14,500.01           Grand Falls-Windsor Minor Baseball Assoc.         Community Grant 2025         \$ 3,000.00           Hetek Solutions Inc.         Gas Detection Services - Service 123838         \$ 1,707.84           Hetek Solutions Inc.         Gas Detection Service - 123736         \$ 1,366.27           Hetek Solutions Inc.         Gas Detection Service - 123736         \$ 1,366.27           Hetek Solutions Inc.         Gas Detection Services - 124217         \$ 1,366.27           Hetek Solutions Inc.         Gas Detection Services - 124217         \$ 1,367.27           Hetek Solutions Inc.         Service			_	
CUPE Local 1349         Union Dues Collected - April 2025         \$ 5,404.59           Director of Support Enforcement         May Remittance         \$ 2,270.95           Dollywood Foundation of Canada         Book Club         \$ 1,047.20           Dollywood Foundation of Canada         Book Club         \$ 1,099.18           Econolite Canada INC         Replacement Buttons         \$ 1,469.47           Exploits Valley Paving         Asphalt         \$ 1,707.75           Exploits Valley PMCA         Community Grant - Gators Summer Swim Program         \$ 5,000.00           Firesafe Headquarters         Helmets         \$ 2,009.63           Fireworks FX Inc.         Canada Day Fireworks 2025         \$ 3,000.01           Grand Falls-Windsor Minor Baseball Assoc.         Community Grant 2025         \$ 3,000.01           Hetek Solutions Inc.         Gas Detection Services - Service 123838         \$ 1,707.84           Hetek Solutions Inc.         Gas Detection Services - 123736         \$ 1,024.71           Hetek Solutions Inc.         Gas Detection Services - 124217         \$ 1,366.27           Hetek Solutions Inc.         Gas Detection Services - 124217         \$ 1,366.27           Hetek Solutions Inc.         Gervice - 125395 - WWTP, Replace Oxygen Sensor         \$ 1,412.64           Higher Talent         Professional HR Services			_	
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	Jabez Development Inc.	HIP Payment - 348 Grenfell Heights - The Golden Years Estates - OP	\$	22,500.00

Joda Enterprises Ltd.	Down II Convince May 2025	\$	2,176.32
Joe Johnson Equipment	Payroll Services - May 2025 Unit#2116 - Gutter Shoes	\$	2,176.32
Joe Johnson Equipment	Unit#2417 - Cleaning Nozzle	\$	1,887.85
	Ansul - Class A Foam	\$	
K&D Pratt Group Ltd.  KDJ Entertainment Ltd.		-	2,944.00
	17-CCR-23-00006 CL#2	\$	7,985.03
KDJ Entertainment Ltd.	17-CCR-23-00006 HB	\$	5,817.28
Kentain Products Ltd.	Alum Tank Liners & Install - Project#99-2024-8391	\$	64,434.50
Konecranes Canada Inc.	Supply and Install wire rope. Supply and install pendant and cable.	\$	5,513.79
Landmark Surveys & Engineering Ltd.	Land Survey - 34 Maloney Street	\$	1,449.00
Landmark Surveys & Engineering Ltd.	Crown Land Survey - Application	\$	2,254.00
Landmark Surveys & Engineering Ltd.	Residential Survey - 338 Grenfell Heights	\$	1,403.00
Landmark Surveys & Engineering Ltd.	Legal Survey - Land on Scott Ave for Chalets	\$	2,553.00
Lawson Products Inc.	Shop Supplies	\$	1,349.13
Linde Canada Inc.	Tank Rental	\$	1,255.82
MacDonald and Hoffe Appraisals Ltd.	Commercial Appraisal - 32 Queensway	\$	9,775.00
McCarthy's Heating Service Ltd.	17-MYCW-24-00004 CP#3	\$	219,619.04
McCarthy's Heating Service Ltd.	17-MYCW-24-00004 CL#4	\$	107,079.81
McCarthy's Heating Service Ltd.	17-MYCW-24-00004 CL#5	\$	96,335.01
Microsoft	Online Services - E0200J919X	\$	2,533.68
Microsoft	Online Services - E0200NYL84	\$	2,252.16
Microsoft	Online Services - E0200SKPD5	\$	2,832.53
Morgan Printing	Windowed Envelopes with Town Logo	\$	2,103.35
Nathan Sullivan	Overpayment on rate stabilization	\$	1,315.23
Newfette Designs	Promotional Items	\$	1,667.50
Newfette Designs	Ball Caps, Engraved Pens, Arm Band	\$	2,463.30
Newfoundland Exchequer	DC Annual Information Return - Plan# 075314	\$	1,130.00
North Atlantic Store #3557	Food Vouchers	\$	1,032.00
OMB Parts & Industrial Ltd.	UniT#2471 - Tires & Changeover	\$	1,308.19
OMB Parts & Industrial Ltd.	Unit#2012 - Tires and Install	\$	1,697.06
Parts for Trucks	Unit #2012 - Brakes & Drums	\$	2,254.62
Parts for Trucks	UniT#1211 - Rotor Services Kit	\$	1,467.17
Parts for Trucks	Unit#2012 - Tarp System	\$	3,216.73
PBO Industrial Disposal Inc.	Dump & Return - Whitmore Street Drop Off	\$	6,900.00
PBO Industrial Disposal Inc.	Dump & Return - Rental Weekly, WWTF	\$	1,785.89
PBO Industrial Disposal Inc.	Landfill Charges - Scott Ave Location	\$	1,128.04
Pondview Variety	Food Vouchers	\$	1,116.00
Quality Hotel & Suites	Firefighter Conference - Gander	\$	5,997.25
Quality Hotel & Suites	Firefighter Conference - Gander	\$	5,140.50
Related Holding Ltd.	Community Rentals - CNVAS, QSDT, EVCR	\$	2,242.50
Roack Solid Diesel Inc.	Unit#93 - MVI and Repairs	\$	15,419.50
Saunders Equipment Ltd.	Ice Edger - Zamboni Company Canoe Procurement Contract #120320-FZC	\$	7,696.95
Saunders Equipment Ltd.	Unit#135 - Shifter Cables	\$	1,090.33
Sherwin - Williams	White Paint	\$	6,869.64
Stagg Signs & Graphics	Vehicle Decals	\$	1,403.00
Status of Women Central	Reaching Home	\$	15,300.00
Status of Women Central		\$	15,000.00
	Reaching Home	\$	
Stewart McKelvey Superior Office Interiors	Legal Fees Cubicles Engineering Department	\$	4,449.21
·	Cubicles - Engineering Department	_	20,119.56
Tony & Sons Drycleaners Ltd.	Overpayment of Property Tax	\$	1,374.44
Top Quality Cleaners	Janitorial Services - Town Hall - 06-02-2025	\$	1,035.00
Top Quality Cleaners	Janitorial Services - Excite Building	\$	1,121.25
Top Quality Cleaners	Janitorial Services - Town Hall	\$	1,035.00
Town of Grand Falls Window	Employee Local Taxes Collected - April 2025	\$	4,048.00
Town of Grand Falls-Windsor	Float - Salmon Festival 2025	\$	8,000.00
Tracey Rideout	Reimbursement for Flight Costs - Salmon Festival	\$	1,821.68
Traffic Logix Corporation	Traffic Signs and Trailers	\$	32,700.83

UAP Inc.	Tarp System - Unit#2012	\$	2,294.25
UAP Inc.	Tarp Kit	\$	2,932.79
UAP Inc.	Unit #142 - Center Bearing Assy	\$	1,218.52
UAP Inc.	Unit #2417 - Filter & Oil	\$	1,081.46
United Rentals of Canada	Tools - Chainsaw, brush saw, chaps	\$	1,270.74
Universal Fabricators Inc.	Unit #107 - Replace & Repair Hitch on Dump	\$	2,242.50
Wendy Morgan	Face Painting - Canada Day	\$	1,638.75
Western Petroleum	Diesel - 3958.1L Depot	\$	5,785.35
Western Petroleum	Diesel - 4117.7L Depot	\$	5,800.81
Western Petroleum	Diesel - 2000.0L Depot	\$	2,817.50
Western Petroleum	Gasoline - 2664.1L Depot	\$	3,768.38
Western Petroleum	Diesel - 3000.0L Depot	\$	4,226.25
Western Petroleum	Gasoline - 2616.2L Depot	\$	3,628.41
Western Petroleum	Diesel - 4000.0L Depot	\$	5,543.00
Western Petroleum	Diesel - 4000.0L Depot	\$	5,492.40
Western Petroleum	Diesel - 2500.0L Depot	\$	3,432.75
Western Petroleum	Diesel - 2600.0L Depot	\$	3,683.68
Western Petroleum	Gasoline - 4980.0L Depot	\$	6,918.22
Western Petroleum	Diesel - 4200.0L Depot	\$	5,950.56
Western Petroleum	Diesel - 1350.0L Depot	\$	2,071.04
Western Star Trucks	Unit #2012 - Bushing & Springs	\$	3,329.25
Western Star Trucks	Unit#2012 - Air Dryer	\$	1,241.01
Western Star Trucks	Unit#142 - Tie Rod End	\$	2,003.60
Western Star Trucks	Unit#1918 - Clamp & Gasket Kit	\$	1,338.08
Wolseley Canada Inc.	Water Supplies	\$	4,002.37
Wolseley Canada Inc.	PRV Repair Kit	\$	1,610.00
TOTAL		\$ 1,8	374,433.61



Title:	Design for Roofing Upgrades at the YMCA
Date Prepared:	June 27, 2025
Report To:	Regular Meeting of Council
Councillor:	Councillor Coady - Lead
Department:	Corporate Services - Finance, Administration and Policy

## **Decision/Direction Required:**

Council decision is required on whether to award the engineering design contract for the YMCA Roof Upgrade Project (99-2022-7655) to the lowest bidder, Cecon Ltd.

#### **Proposed Resolution for Council:**

That Council award the tender for the Design for Roofing Upgrades at the YMCA (Project 99-2022-7655) to CECON Ltd in the amount of \$17,520 plus HST.

## **Discussion – Background and Current Status:**

The YMCA roof, original to the 1994 structure, has multiple active leaks and is beyond its service life. The roof covers essential areas of the facility, including the pool, fitness rooms, and changerooms. The Town issued an open call to obtain engineering services for a complete roof design, including assessment, Class A estimate preparation, tender-ready documents, and support during construction.

Four submissions were received. Cecon Ltd. submitted the lowest compliant bid at \$17,520.00 plus HST (\$20,148.00 total). After HST rebate, the net cost is \$18,270.91, well below the budget of \$36,273.39, resulting in a favorable variance of \$18,002.48. A quick turnaround is expected to facilitate 2026 construction, pending funding approval based on the design estimate.

# **Key Considerations/Implications:**

- 1. Budget/Financial Implications: This project is under budget and has no impact on the Town's capital plans as it's 100% funded under the CCBF.
- 2. Partners or Other Stakeholders: The YMCA is a significant partner of the Town and operates out of a Town facility. The roof is in need of upgrades.

#### Recommendation:

To award this project to CECON in the amount of \$17,520 plus HST.

Prepared by:

**Approved by: Steve Gosse** 

Date Approved: June 27, 2025



Title:	Tax Relief request – 9 Mill Road
Date Prepared:	June 27, 2025
Report To:	Regular Meeting of Council
Councillor:	Councillor Coady - Lead
Department:	Corporate Services - Finance, Administration and Policy

## **Decision/Direction Required:**

CBDC have requested to have outstanding tax balances written off for 9 Mill Road, a property which they took possession of in early 2023.

## **Proposed Resolution for Council:**

That Council write off all outstanding interest amounts on the Property, Water & Sewer and Business tax balances at 9 Mill Road.

#### **Discussion – Background and Current Status:**

The business owners walked away from the business in late 2022, and there was a loan on the property. At that time, CBDC took possession and any expenses that have accumulated have been added to the loan. The property is being purchased through a tender for approximately \$60,000 less than the loan balance outstanding. CBDC are looking for the Town to write off all outstanding tax balances. The new owner owns other businesses in town and would continue to pay Property Tax, Water & Sewer Tax on the property moving forward, in addition to Business taxes if a business re-opens there.

#### Balances currently owing:

Property & W&S Tax: \$36,872.53 (9,109.00 of which is interest)

Business Tax: \$11,545.67 (2,754.26 of which is interest)

Total recommended write-off: \$11,863.26

#### **Recommendation:**

That Council write off the interest outstanding on the file.

#### Prepared by:

**Approved by: Steve Gosse** 

Date Approved: June 27, 2025



# **INFORMATION NOTE**

Title:	Grand Falls-Windsor Fire Department Incident Responses Report - Q1	
Date Prepared:	June 11, 2025	
Report To:	Council	
Councillor:	Councillor Noel - Lead	
Department:	Protective Services - Municipal Enforcement and Fire Department	

**Issue:** To provide an overview of fire department incident activity and trends for the period January 1 to March 31, 2025, based on operational reports.

## **Discussion – Background & Current Status:**

The Grand Falls-Windsor Fire Department responded to 46 incidents during the first quarter of 2025. This represents steady operational demand consistent with prior years. The types of responses were diverse and included fire calls, alarm activations, investigations, rescues, and vehicle collisions. Incident data was compiled from the fire department's detailed incident list by type and the list of incidents summary reports.

Breakdown of calls for January to March 2025:

- January (12 calls): Included 6 alarm activations (including 2 commercial), 2 investigations (smoke/odor), and 4 motor vehicle collisions.
- February (23 calls): Included 6 alarm activations, 5 investigations, 1 residential structure fire, 5 chimney fires, 1 fire electrical nature, 3 MVCs, and 2 utility pole/wires down.
- March (11 calls): Included 2 Alarm activations, 1 Investigation, 1 residential fire, 1 chimney fire, 4 MVCs (one entrapment rescue), and 2 agency assists.

#### Key statistics:

- Total personnel hours: 85 hours, 17 minutes
- Average response time: ~5 minutes and 45 seconds

- Average number of personnel per call: 7.1
- Most frequent call types: Alarm ringing (various sources), chimney fires, and MVCs without extrication.

## Key Considerations/Implications:

- Budget/Financial Implications
  - a. No unusual budgetary impacts noted for Q1; activity levels remain within typical operational range.
- Partners or Other Stakeholders
  - a. Coordination with NL RCMP, Emergency Medical Services, and NL Power providers occurred during select incidents (e.g., MVCs and utility pole fires).
    - Human Resource Implications
      - The average staff per response was stable, indicating sufficient staffing levels for current incident volume.

## **Conclusion/Next Steps:**

The Grand Falls-Windsor Fire Department showed strong performance in early 2025, responding efficiently across incident types. Continued focus on data and coordination will support readiness and community safety through year-end.

Prepared by: Renita Hurley, Executive Assistant (reports provided by Chief Mackenzie)

Approved by: Darren Finn, CAO

Date Approved: June 11, 2025