



## Regular Council Meeting - Minutes

Tuesday, February 17, 2026

Time: 6:30 PM

Location: Council Chambers

PRESENT: Mike Browne, Amy Coady, Bob Hiscock, Shawn Feener, Venus Hollett, Rod Bennett, and David Janes

LATE:

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

REGRETS:

Page

### 1. CALL TO ORDER

### 2. Approval of Agenda

#### 2.1 Adoption of Agenda

That the Agenda be adopted as presented.

RESOLUTION #CM26-R-02-008






*Moved by:* Bob Hiscock

*Seconded by:* Rod Bennett

**Aye:** Mike Browne, Amy Coady, Bob Hiscock,  
Shawn Feener, Venus Hollett, Rod Bennett,  
and David Janes

**Carried 7-0**

### 3. Proclamation, Presentations, or Announcements

3.1	Eating Disorder Awareness Week <a href="#">Eating Disorder Awareness Week.pdf</a> 	11
3.2	International Women's Day <a href="#">International Womens Day.pdf</a> 	12
3.3	National 211 Day <a href="#">211 Day.pdf</a> 	13
3.4	Wear Red Canada Day <a href="#">Wear Red Canada day.pdf</a> 	14
3.5	Black History Month <a href="#">Black History Month.pdf</a> 	15 - 16

#### 4. Adoption of Minutes

- 4.1 Minutes of January 20, 2026  
That the Minutes of January 20, 2026 be adopted as presented.  
RESOLUTION #CM26-R-02-009

*Moved by:* Shawn Feener


*Seconded by:* David Janes

**Aye:** Mike Browne, Amy Coady, Bob Hiscock,  
Shawn Feener, Venus Hollett, Rod Bennett,  
and David Janes

**Carried 7-0**

#### 5. Business Arising Out of Minutes

#### 6. Community Services – Economic Development

- |     |  |         |
|-----|--|---------|
| 6.1 | Hospitality NL 2026 Conference<br><a href="#">Information Note</a>  | 17 - 18 |
|-----|--|---------|

Council reviewed an Information Note informing them that Councillor Janes and Councillor Feener will be attending the

2026 Hospitality NL Conference.

- 6.2 Acquisition of 113 Main Street 19 - 22  
[Decision Note](#) 

That Council approve purchasing the property located at 113 Main Street for the purpose of establishing a centralized operations facility for Exploits Trail Net Inc.

RESOLUTION #CM26-R-02-010

*Moved by:* David Janes


*Seconded by:* Rod Bennett

**Aye:** Mike Browne, Amy Coady, Bob Hiscock,  
Shawn Feener, Venus Hollett, Rod Bennett,  
and David Janes

**Carried 7-0**

## 7. Community Services – Recreation and Events

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

- 8.1 Exploits Regional Water Treatment Plant (ERWTP) PLC Upgrade 23 - 25  
[Decision Note](#) 

That Council accepts the Regional Water Treatment Plant PLC Upgrade project funding under the CCBF Provincial Targeted Infrastructure Fund for \$753,988 which includes the design and construction.


RESOLUTION #CM26-R-02-011

*Moved by:* Shawn Feener


*Seconded by:* Amy Coady


**Aye:** Mike Browne, Amy Coady, Bob Hiscock,  
Shawn Feener, Venus Hollett, Rod Bennett,  
and David Janes

**Carried 7-0**

- 8.2 Change to Garbage Collection Day – Hill Street 26 - 28  
[Information Note](#)   
 Council reviewed an Information Note advising them of an operational change to the weekly garbage collection day for Hill Street, effective February 23, 2026.

## 9. Public Works & Development – Planning and Development

- 9.1 Circular Road Phase II – Scope Adjustment and Project Sequencing Update 29 - 32  
[Information Note](#)   
 Council reviewed an Information Note regarding an administrative adjustment to the construction limits for the Circular Road Phase II project. The adjustment allows the Town to complete the intended waterline upgrades while deferring more complex storm infrastructure work to a future capital project.

- 9.2 Revocation of Occupancy Permit – 17 Bank Road 33 - 36  
[Decision Note](#)   
 That Council revoke the Occupancy Permit for the property located at 17 Bank Road, Grand Falls-Windsor, in accordance with Policy PWD-16 (Permit Revocation Process), due to continued non-compliance with Town regulations, failure to obtain required permits, and failure to meet the corrective actions outlined in the first and second written notices issued to the property owner.

RESOLUTION #CM26-R-02-012

*Moved by:* Bob Hiscock

*Seconded by:* Rod Bennett

**Aye:** Mike Browne, Amy Coady, Bob Hiscock, Shawn Feener, Venus Hollett, Rod Bennett, and David Janes

**Carried 7-0**

- 9.3 Adoption of Municipal Plan Amendment No. 18, 2025 and 37 - 39

## Development Regulations Amendment No. 23, 2025

### [Decision Note](#)

That Council, under the authority of Section 16 of the Urban and Rural Planning Act, 2000, adopt Amendment No. 18, 2025 to the Town of Grand Falls-Windsor Integrated Community Sustainability Municipal Plan, 2022–2032.

And further, that Council, under the authority of Section 16 of the Urban and Rural Planning Act, 2000, adopt Amendment No. 23, 2025 to the Town of Grand Falls-Windsor Development Regulations, 2022–2032.

RESOLUTION #CM26-R-02-013

*Moved by:* Bob Hiscock

*Seconded by:* David Janes

**Aye:** Mike Browne, Amy Coady, Bob Hiscock,  
Shawn Feener, Venus Hollett, Rod Bennett,  
and David Janes

**Carried 7-0**

- |     |   |         |
|-----|---|---------|
| 9.4 | Municipal Plan Amendment No. 21, 2025 and Development Regulations Amendment No. 28, 2025 – Short-Term Rentals in the Commercial Neighbourhood (CN) Zone | 40 - 42 |
|-----|---|---------|

### [Decision Note](#)

That Council support Municipal Plan Amendment No. 21, 2025 and Development Regulations Amendment No. 28, 2025 and authorize their submission to the Department of Municipal Affairs and Community Engagement for Section 15 review under the Urban and Rural Planning Act, 2000.

RESOLUTION #CM26-R-02-014

*Moved by:* Bob Hiscock

*Seconded by:* Rod Bennett

**Carried**

- |     |  |         |
|-----|--|---------|
| 9.5 | Municipal Plan Amendment No. 24, 2025 and Development Regulations Amendment No. 31, 2025 – Red Cliff | 43 - 45 |
|-----|--|---------|

### [Decision Note](#)

That Council support Municipal Plan Amendment No. 24, 2025 and Development Regulations Amendment No. 31, 2025 and authorize their submission to the Department of Municipal Affairs and Community Engagement for Section 15 review under the Urban and Rural Planning Act, 2000.

RESOLUTION #CM26-R-02-015

*Moved by:* Bob Hiscock

*Seconded by:* Shawn Feener

**Aye:** Mike Browne, Amy Coady, Bob Hiscock, Shawn Feener, Venus Hollett, Rod Bennett, and David Janes

**Carried 7-0**

- 9.6 Adoption of Development Regulations Amendment No. 33, 2025 – Lincoln Road (RS-3 to RM-1) 46 - 49

[Decision Note](#) 

Under the authority of Section 16 of the Urban and Rural Planning Act, 2000, the Town Council of Grand Falls-Windsor adopts Amendment No. 33, 2025 to the Grand Falls-Windsor Development Regulations, 2022-2032

RESOLUTION #CM26-R-02-016

*Moved by:* Bob Hiscock

*Seconded by:* David Janes

**Aye:** Mike Browne, Amy Coady, Bob Hiscock, Shawn Feener, Venus Hollett, Rod Bennett, and David Janes

**Carried 7-0**

- 9.7 Municipal Plan Amendment No. 25, 2025 and Development Regulations Amendment No. 32, 2025 – Riverfront Development (Lincoln Road) 50 - 52

[Decision Note](#) 

That Council support Municipal Plan Amendment No. 25, 2025 and Development Regulations Amendment No. 32, 2025, and

authorize their submission to the Department of Municipal Affairs and Community Engagement for Section 15 review under the *Urban and Rural Planning Act, 2000*.

RESOLUTION #CM26-R-02-017

*Moved by:* Bob Hiscock

*Seconded by:* Rod Bennett

**Aye:** Mike Browne, Amy Coady, Bob Hiscock, Shawn Feener, Venus Hollett, Rod Bennett, and David Janes

**Carried 7-0**

- 9.8 Adoption of Municipal Plan Amendment No. 10, 2024 and Development Regulations Amendment No. 14, 2024 (Four Units as-of-right)

[Decision Note](#) 

Under the authority of Section 16 of the Urban and Rural Planning Act, 2000, the Town Council of Grand Falls-Windsor adopts Amendment No. 10, 2024 to the Grand Falls-Windsor Integrated Community Sustainability Municipal Plan, 2022-2032.

Under the authority of Section 16 of the Urban and Rural Planning Act, 2000, the Town Council of Grand Falls-Windsor adopts Amendment No. 14, 2024 to the Grand Falls-Windsor Development Regulations, 2022-2032.

RESOLUTION #CM26-R-02-018



*Moved by:* Bob Hiscock

*Seconded by:* Shawn Feener

**Aye:** Mike Browne, Amy Coady, Bob Hiscock, Shawn Feener, Venus Hollett, Rod Bennett, and David Janes

**Carried 7-0**

**10. Corporate Services – Finance, Administration and Policy**

- 10.1 Purchase of Trackless MT7 Articulating Municipal Tractor 53 - 55  
[Decision Note](#)   
 That Council approve the purchase of one (1) 2026 Trackless MT7 Articulating Municipal Tractor with 51” Sierra Ribbon Snow Blower from Saunders Equipment Ltd. through the Canoe Procurement Program (Contract CAN-2025-006-TRK) in the amount of \$216,778.00 plus HST.  
 RESOLUTION #CM26-R-02-019  
  
*Moved by:* Amy Coady  
*Seconded by:* Rod Bennett  
  
**Aye:** Mike Browne, Amy Coady, Bob Hiscock, Shawn Feener, Venus Hollett, Rod Bennett, and David Janes  
  
**Carried 7-0**
- 10.2 Labour Report 56 - 57  
[Information Note](#)   
 Council reviewed an Information Note summarizing labour costs for Public Works, Parks, Firehall and Exploits Regional Water Supply Committee up to the end of the year in 2025, in addition to the first four weeks of 2026.
- 10.3 Review of Councillor Code of Conduct 58 - 59  
[Information Note](#)   
 Council reviewed an Information Note on the Town of Grand Falls-Windsor Policy C-19 Councillor Code of Conduct and related Provincial Legislation the Municipal Conduct Act.
- 10.4 Disbursement Report - January 2026 60 - 64  
[Information Note](#)   
[January 2026 Disbursement Report](#)   
 Council reviewed an Information Note on the summary of disbursements for January 2026.
- 10.5 Community Grant - Grand Falls House 65 - 66  
[Decision Note](#) 

That Council approve \$15,500 in additional funding for the Grand Falls House Foundation for projects for the 2026 year.

RESOLUTION #CM26-R-02-020

*Moved by:* Amy Coady

*Seconded by:* Bob Hiscock

**Aye:** Mike Browne, Amy Coady, Bob Hiscock,  
Shawn Feener, Venus Hollett, Rod Bennett,  
and David Janes

**Carried 7-0**

10.6 Taxation Receivable Analysis January 2026 67 - 68

[Information Note](#) 

Council reviewed an Information Note on the summary of outstanding tax balances as of January 2026.

## **11. Protective Services – Municipal Enforcement and Fire Department**

11.1 Fourth Quarter 2025 Grand Falls-Windsor Fire Department Incident Response Reports 69 - 70

[Information Note](#) 

Council reviewed an Information Note on Fire Department incident activity and trends for the fourth quarter of 2025, based on operational reports.

11.2 Municipal Enforcement Year End 2025 Report 71 - 74

[Information Note](#) 

Council reviewed an Information Note on Grand Falls-Windsor Municipal Enforcement Police activities for year end 2025.

11.3 RCMP – Policing Services in Grand Falls-Windsor 75 - 76

[Information Note](#) 

Council reviewed an Information Note provided by staff on background information related to policing services in Grand Falls-Windsor.

## **12. Council Advisory Committees**

**13. External Committee**

**14. Other Business**

**15. ADJOURNMENT**

There being no other Business the meeting adjourned at 8:51 PM

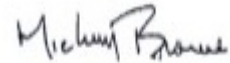
RESOLUTION #CM26-R-02-021

*Moved by:* David Janes

*Seconded by:* Rod Bennett

**Aye:** Mike Browne, Amy Coady, Bob Hiscock,  
Shawn Feener, Venus Hollett, Rod Bennett,  
and David Janes

**Carried 7-0**



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Mayor / Deputy Mayor



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CAO

<https://www.youtube.com/watch?v=SQbAnXBa9sY>



## Proclamation

### **Eating Disorders Awareness Week**

**February 1<sup>st</sup> – 7<sup>th</sup>, 2026**

**Whereas:** An Eating Disorder is a serious mental illness with often devastating physical implications;

**Whereas:** Eating Disorders affect many individuals and families in the Province of Newfoundland and Labrador;

**Whereas:** Recovery from an eating disorder is a journey that includes support from families and caregivers;

**Whereas:** The Eating Disorder Foundation of Newfoundland and Labrador is a leadership advocacy group dedicated to promoting awareness, treatment services and providing family support services and information about matters related to eating disorders;

**Whereas:** Eating Disorders Awareness Week is a time dedicated to raising awareness, promoting understanding, and providing support to individuals affected by this illness;

**Whereas:** February 1-7, 2026, is dedicated across Newfoundland and Labrador and the entire country as a special time when many educational and awareness activities take place to help raise the level of understanding of Eating Disorder Prevention, Treatment and Recovery;

**Whereas:** The theme for Eating Disorders Awareness Week 2026 is “Health Doesn't Have A Look.”;

**Therefore:** I, Mike Browne, Mayor of the City/Town of Grand Falls-Windsor, do hereby proclaim February 1 to February 7, 2026, be observed as Eating Disorders Awareness Week in the City/Town of Grand Falls-Windsor.

Signed By:

Mayor

City/Town of Grand Falls-Windsor



Grand Falls Windsor  
| perfectly centered |

# Proclamation

## International Women’s Day March 8, 2026

**WHEREAS** International Women’s Day celebrates gender equity and strives to improve the lives of all women and girls (trans and cis), two spirit, and gender diverse peoples through cultural, legal, economic, and social change.

**WHEREAS** International Women’s Day is a time to work towards a world where every woman and girl can exercise their choice, such as participating in politics, getting an education, having an income, and living in societies free from violence and discrimination.

**WHEREAS** The 2026 Campaign theme is “Give To Gain” which emphasizes the power of reciprocity and support. We can give through donations, knowledge, training, advocacy, resources, infrastructure, visibility, education, time, and mentoring. This contributes to women’s advancement and helps create a more supportive and interconnected world.

**THEREFORE I, Mayor \_\_\_\_\_ Mike Browne of the Town of Grand Falls-Windsor, do hereby proclaim March 8 as International Women’s Day.**

\_\_\_\_\_  
**Mike Browne, Mayor  
Town of Grand-Falls-Windsor**





**Proclamation - 211 Day**

**Increasing Awareness of 211 in Newfoundland and Labrador for National 211 Day, February 11, 2026**

WHEREAS: February 11 is proclaimed as 211 Day in Newfoundland & Labrador; and

WHEREAS: the main goal of 211 is to connect people in our Province with help when they need it most. 211 is Canada's primary source of information and referral for Government and community-based programs and other social services. It operates 24 hours a day, seven days a week, is free and confidential, and can accommodate over 150 different languages. It can also connect people to clinical programs and services upon request through life transfers. All calls are answered by trained and certified service navigators who are ready to listen, assess, provide service navigation and referrals if needed; and

WHEREAS: 211 will be organizing building illuminations, inviting Mayors of Municipalities in Newfoundland and Labrador to proclaim February 11 as 211 Day, distributing 211 promotional materials, and offering information sessions both in person and virtually to raise awareness of the 211 services; and

WHEREAS: these activities will raise awareness of the 211 information and referral service and that it can be accessed by anyone living in Newfoundland & Labrador by phone, website, or chat; and

THEREFORE: I, Mike Browne, Mayor of the Town of Grand Falls-Windsor do hereby proclaim Wednesday, February 11<sup>th</sup>, as 211 Day in the Town of Grand Falls-Windsor.

Signed at the Town Hall in Grand Falls-Windsor on the 11<sup>th</sup> day of February 2026.

Mike Browne, Mayor  
Town of Grand Falls-Windsor



## **PROCLAMATION**

### **WEAR RED CANADA DAY**

**FEBRUARY 13, 2026**

**WHEREAS:** Heart disease is the number one killer of women worldwide and the leading cause of premature death for Canadian women, a fact unknown to many women and their healthcare providers; and

**WHEREAS:** The Canadian Women's Heart Health Alliance is an organization of volunteer health professionals and patients working hard to improve women's heart health; and

**WHEREAS:** Wear Red Canada Day is celebrated annually to raise awareness for all Canadians, but especially Canadian women, to be mindful, curious, and proactive in the management of their heart health and wellness; and

**WHEREAS:** We want to see better prevention, diagnosis, and care and fewer women dying prematurely from heart disease.

**THEREFORE, I, Mike Browne, Mayor of the Town of Grand Falls-Windsor, do hereby proclaim February 13, 2026 as Wear Red Canada Day in Grand Falls-Windsor.**

Mike Browne, Mayor  
Town fo Grand Falls-Windsor



## **PROCLAMATION**

### **BLACK HISTORY MONTH – FEBRUARY 2026**

- WHEREAS:** February is recognized across Canada as Black History Month, a time to celebrate and honour the history, achievements, and contributions of Black Canadians to the social, cultural, economic, and political life of our nation; and
- WHEREAS:** 2026 marks 30 years of official recognition of Black History Month in Canada, providing an opportunity to reflect on the enduring legacy of Black communities and the vital role they play toward building and strengthening this country; and
- WHEREAS:** the 2026 national theme, “30 Years of Black History Month: Honouring Black Brilliance Across Generations – From Nation Builders to Tomorrow’s Visionaries,” recognizes the leadership, creativity, resilience, and innovation of Black people in Canada whose contributions have shaped our past, continue to influence our present, and inspire our future; and
- WHEREAS:** Black people have made significant contributions in fields such as education, health care, business, arts, sports, public service, science, and community leadership, enriching communities across Newfoundland and Labrador and throughout Canada; and
- WHEREAS:** the Town of Grand Falls-Windsor is committed to fostering a community that values equity, diversity, inclusion, mutual respect, and understanding, and recognizes that learning from one another strengthens our shared future; and
- WHEREAS:** Black History Month provides an opportunity for residents of Grand Falls-Windsor to engage in meaningful dialogue, celebrate Black excellence, and acknowledge the ongoing work toward justice, equality, and belonging for all.

- 2 -

NOW, THEREFORE, I, Mike Browne, Mayor of the Town of Grand Falls-Windsor, do hereby proclaim February 2026 as **Black History Month** in the Town of Grand Falls-Windsor and encourage all residents to reflect, learn and participate in activities that honour the contributions and lived experiences of Black people in Canada.

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Mike Browne, Mayor  
Town of Grand Falls-Windsor



### **INFORMATION NOTE**

Title:	Hospitality NL 2026 Conference
Date Prepared:	January 30, 2026
Report to:	Council
Councillor:	Councillor Janes
Role:	Lead
Department:	Community Services - Economic Development

#### **Issue:**

Council to review attendance of Councillors at the 2026 Hospitality Conference in St. Johns, NL February 23-27, 2026

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

That Council be informed of the attendance of Councillor Janes and Councillor Feener at the 2026 Hospitality NL Conference. The 2026 Hospitality NL Conference and Trade Show is the Province's primary annual gathering for the tourism and hospitality sector. The conference will include keynote presentations, panel discussions, educational sessions, and a trade show featuring industry suppliers and service providers. Attendance provides an opportunity to stay informed on sector developments, regulatory considerations, and best practices relevant to municipal and regional interests.

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

1. Budget/Financial Implications:
  - a. Costs associated with attendance, including registration, travel, accommodation, km's and meals.
2. Partners or Other Stakeholders:

- a. Hospitality Newfoundland and Labrador, tourism operators, municipal partners, provincial departments, and industry service providers.
3. Alignment with Strategic Directions:
- a. awareness of sector developments that align with municipal objectives in economic development, tourism growth, and community sustainability.

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

Necessary travel arrangements and registrations will be confirmed for Councillor Feener and Councillor Janes to attend the 2026 Hospitality NL Conference.

Prepared By:	Renita Hurley, Executive Assistant
Approved By:	Darren Finn
Date Approved:	January 30, 2026



### **DECISION/DIRECTION NOTE**

Title:	Acquisition of 113 Main Street
Date Prepared:	January 14, 2026
Report to:	Council
Councillor:	Councillor Janes
Role:	Lead
Department:	Community Services - Economic Development

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

Acquisition of 113 Main Street to be leased to Exploits Trail Net Inc.

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

That Council approve the Town's purchasing the property located at 113 Main Street for the purpose of establishing a centralized operations facility for Exploits Trail Net Inc., at a purchase price not to exceed \$239,900 plus HST.

That, upon acquisition, the Town lease the property to Exploits Trail Net Inc. at a monthly rental rate equivalent to the Town's monthly borrowing cost associated with the purchase, for the duration of the financing period or until the property is fully paid.

And further, that Council support the Town submitting funding applications to ACOA and the JGRD program in the approximate amount of \$3.25 million to support the renovation and expansion of the existing building, as well as the construction of two (2) adjacent 48 ft x 70 ft garage structures required to support Exploits Trail Net Inc.'s operational needs.

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

Exploits Trail Net Inc. (ETN), in partnership with the Town of Grand Falls-Windsor, has identified 113 Main Street as a suitable and secure location for a centralized trail

maintenance and operations facility, consistent with ETN's updated business plan prepared by EnTec Consulting in Fall 2025. The site will support trail maintenance operations, equipment storage, volunteer amenities, and the implementation of new revenue-generating activities, including equipment rentals and a vintage snowmobile and ATV display. ETN's current location on New Bay Road has proven unsuitable due to security concerns, limited amenities, and capacity constraints.

The property has an asking price of \$239,900 plus HST, with the total cost to the Town estimated at \$279,673 inclusive of HST and all acquisition-related fees. The Town and ETN have agreed upon a financing structure whereby the Town would acquire the property and lease it to ETN at a rate sufficient to cover the Town's borrowing costs. As the property owner, the Town would be responsible for insuring the building, while ETN would be responsible for utilities, maintenance, and future capital-related operating costs. A formal agreement outlining these responsibilities will be developed, subject to successful acquisition of the property and approval of the related funding applications.

Subject to Council approval, the Town intends to submit funding applications to the Atlantic Canada Opportunities Agency (ACOA) and the Jobs Growth and Rural Development (JGRD) program, totaling approximately \$3.25 million, to support renovations to the existing building and the construction of two 48 ft x 70 ft garages required for ETN's trail grooming and rental equipment operations. Upon completion, the Town would retain ownership of a significantly upgraded municipal real estate asset while supporting ETN's long-term operational needs.

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

#### **1. Budget/Financial Implications:**

The Town of Grand Falls-Windsor will be acquiring 113 Main Street with a contribution equating to \$279,673 with Exploits Trail Net Inc. contributing an estimated \$75,000 + HST, in services in kind, with the overall project being valued at \$3.25 million. ACOA and JGRD are anticipated to be contributing to the balance of the project.

#### **2. Partners or Other Stakeholders:**

- Exploits Trail Net Inc. and the Newfoundland and Labrador Snowmobile Federation
- Newfoundland T'Railway Council
- Department of Tourism Culture, Arts and Recreation

- Adventure Central
- Exploits Regional Chamber of Commerce – Tourism Committee
- Central Business Development Corporation and EnTec Consulting
- Department of Jobs Growth and Rural Development
- Atlantic Canada Opportunities Agency
- Rod Black’s Vintage Snowmobile Collection.

### 3. Alignment with Strategic Directions:

- Continued development of the Grand Falls Windsor and Exploits Tourism Product, working in partnership with the Exploits Chamber of Commerce’s Tourism Committee on the fulfilment of Exploits Regional Tourism Plan.
- Continued cost effective development and maintenance of trails throughout Grand Falls-Windsor and Exploits, in partnership with Non-Profit Organizations such as Exploits Trail Net Inc., as the Authorized Trail Provider for the Exploits Region.
- Restoration of a historically significant building and property.
- Improvement to this Main Street property that may foster more investments and improvements in the area.
- Continued alignment with the Department of Tourism Culture, Arts and Recreation’s long-term objectives, working in partnership with Adventure Central.

### 4. Accessibility and Inclusion:

- Exploits Trail Station will be fully accessible, with all trail users, residents, and visitors being welcome.

### 5. Legal or Policy Implications:

- There will be a purchase/sale agreement required to complete the real estate acquisition, to be reviewed by our legal counsel, in addition to a long-term lease agreement with ETN, and the fulfillment of the project development, as per the agreed upon funding agreements between the Town and ACOA, and JGRD.

6. Engagement and Communications Considerations:

- There are no known communications considerations at this time, however funding announcements would be expected to follow the approval of the related funding applications.

7. Human Resource Implications:

- The Exploits Trail Station is expected to be operated by ETN's volunteers and part time staff, including some which may be funded via student employment grants during summer months, possibly others as ETN's business plan becomes fully implemented and able to support/require the hiring of necessary staff.

8. Procurement Implications:

- The contracts to be awarded throughout the completion of the Exploits Trail Station development will be determined as per the Town's tendering process.

**Recommendation:**

That Council approve the acquisition of 113 Main Street for repurposing as the Exploits Trail Station and center of operations for Exploits Trail Net Inc.

Prepared By:	Lawrence Ducey
Approved By:	Todd Mercer
Date Approved:	January 14, 2026



## **DECISION/DIRECTION NOTE**

Title:	Exploits Regional Water Treatment Plant (ERWTP) PLC Upgrade
Date Prepared:	January 30, 2026
Report to:	Council
Councillor:	Councillor Feener
Role:	Lead
Department:	Public Works and Development - Public Works, Buildings, and Facilities

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

Approval to proceed with accepting the funding agreement for the Programmable Logic Controller (PLC) upgrade at the ERWTP under the Regional CCBF Provincial Targeted Infrastructure Fund, including authorization to engage engineering and integration services along with the installation of all the new PLC equipment.

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

That Council accepts the Regional Water Treatment Plant PLC Upgrade project funding under the CCBF Provincial Targeted Infrastructure Fund for \$753,988 which includes the design and construction.

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

The ERWTP currently operates on a Schneider Electric Modicon Quantum PLC system, which was discontinued in 2018 and will reach end of service in 2026. Spare parts are no longer available from the manufacturer, creating considerable reliability and security risks. CBCL Limited recommends replacing the existing Modicon PLC with a Rockwell Allen-Bradley CompactLogix 5380 series PLC system, housed in a new cabinet with updated power supplies, UPS, network switch, and control hardware. The upgrade will require systematic switchover and multiple short-duration plant shutdowns. The plant can operate manually during these periods.

The estimated cost is \$753,988 for the design and construction. This will allow for a complete replacement of the outdated PLC withing the WTP which currently represents a significant risk in the event of a failure given the parts are no longer manufactured or stocked. This project aligns with operational reliability, cybersecurity, and long-term maintenance goals for the ERWTP.

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

1. Budget/Financial Implications

Estimated cost is \$753,988 but the funding doesn't include the contingency that was included in the original application. Future cost savings by standardizing PLC platforms (Allen-Bradley).

2. Partners or Other Stakeholders

Provincial and Federal Government.

3. Alignment with Strategic Directions

Supports safe, reliable water supply and infrastructure modernization.

4. Legal or Policy Implications

Allows for preventative replacement of this critical PLC equipment prior to failure which would impact water quality for the region.

5. Human Resource Implications

Staff required to oversee the contract and design efforts.

6. Procurement Implications

Tendering for engineering and integration services per municipal policy.

7. Information Technology Implications

Integration with VTScada system which requires remapping and software updates.

### **Recommendation:**

It is recommended that Council accept the funding for the ERWTP PLC Replacement Project. Accepting this funding ensures the Town can proactively replace a critical and obsolete system before failure occurs, avoiding higher future costs and safeguarding the continuous and safe operation of the ERWTP.

Prepared By:	Chad Clendenning
Approved By:	Nelson Chatman
Date Approved:	January 30, 2026



### **INFORMATION NOTE**

Title:	Change to Garbage Collection Day – Hill Street
Date Prepared:	January 28, 2026
Report to:	Council
Councillor:	Councillor Feener
Role:	Lead
Department:	Public Works and Development - Public Works, Buildings, and Facilities

#### **Issue:**

To advise Council of an operational change to the weekly garbage collection day for Hill Street, effective February 23, 2026.

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

##### **Discussion (Background & Current Status)**

The Department of Public Works and Development has reviewed garbage collection operations on Hill Street and identified ongoing challenges related to roadway width and winter maintenance conditions.

Hill Street is a narrow roadway, and garbage collection is currently completed using a large collection vehicle. While manageable under normal conditions, this route becomes increasingly difficult during winter months due to snowbanks, reduced road width, and limited maneuvering space. These conditions impact safe vehicle operation and reduce collection efficiency.

The current winter season has experienced above-average snowfall, which has further highlighted these operational constraints and increased the risk of service disruption, equipment damage, and safety concerns for operators.

As part of route optimization, the Department also reviewed how similar streets are serviced. Other narrow streets and dead-end roads that present comparable operational challenges are currently scheduled for Monday collection, as this allows for better routing, reduced turnaround movements, and safer operations.

Based on this review, it is operationally more efficient and consistent to align Hill Street with the same Monday collection schedule.

Residents will be provided with advanced notice, with the revised garbage collection day taking effect on Monday, February 23, 2026.

This adjustment is operational in nature and aligns with established Public Works collection practices.

## **Key Considerations/Implications:**

### **Operational Implications**

- Improves maneuverability and safety for collection vehicles.
- Reduces operational risk during winter conditions.
- Aligns Hill Street with existing collection practices used for other narrow and dead-end streets.
- Improves route efficiency and service reliability.

### **Human Resource Implications**

- Supports safer working conditions for Public Works operators.

### **Engagement and Communications Considerations**

- Written notification will be issued to all affected residents outlining the new collection day and effective date.

### **Alignment with Strategic Directions**

- Supports efficient, consistent, and sustainable municipal service delivery.

**Conclusion/Next Steps:**

The Department will proceed with notifying residents and implementing the revised garbage collection schedule for Hill Street effective February 23, 2026.

Prepared By:	
Approved By:	Nelson Chatman
Date Approved:	January 28, 2026



### **INFORMATION NOTE**

Title:	Circular Road Phase II – Scope Adjustment and Project Sequencing Update
Date Prepared:	January 21, 2026
Report to:	Council
Councillor:	Councillor Hiscock
Role:	Lead
Department:	Public Works and Development - Planning and Development

#### **Issue:**

This Information Note is provided to advise Council of an administrative adjustment to the construction limits for the Circular Road Phase II project. The adjustment allows the Town to complete the intended waterline upgrades while deferring more complex storm infrastructure work to a future capital project.

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

##### ***Background***

Circular Road Phase II was approved to advance critical water and storm infrastructure upgrades, including:

- Installation of a new 200 mm water main within the roadway;
- Decommissioning of the existing rear-lot water main; and
- Provision of new water services to properties along Circular Road.

The overall objective of the project, upgrading aging water infrastructure and improving service reliability, remains unchanged.

### ***Technical Review and Findings***

As part of detailed review and pre-tender planning, staff identified constraints related to the storm sewer component of the project:

- The proposed storm sewer upgrades would not fully address historic flooding issues in the lower section of Circular Road;
- Existing roadway grades would not allow sufficient burial depth for new storm pipes in certain areas; and
- Constructing the storm system under the current limits could result in long-term performance and frost-related concerns.

Resolving these issues properly requires a broader reconstruction of the storm system beginning west of Sutherland Drive, which exceeds the scope and intent of the current tender.

### ***Scope Adjustment***

To ensure the project delivers meaningful and durable infrastructure improvements, the limits of Circular Road Phase II are being adjusted as follows:

- Construction will proceed from High Street to East Street, rather than extending to Union Street;
- This revised scope will still allow:
  - Installation of the new 200 mm water main;
  - Decommissioning of the rear-lot waterline; and
  - Connection of approximately 30 of the planned 34 water services from the roadway.

The core purpose of the project, upgrading the Circular Road waterline, will therefore be fully achieved for nearly 90% of the current services.

A future project will be required to properly address storm infrastructure between East Street and Sutherland Drive, including areas where longstanding drainage deficiencies exist. At this time the remaining section of the waterline can be extended to Union Street and the remaining services upgraded.

## ***Financial Overview***

Based on preliminary estimates:

- Original project limits (High Street to Union Street): approximately \$2.10 million (HST included)
- Revised limits (High Street to East Street): approximately \$1.58 million (HST included)
- Estimated reduction: approximately \$523,000

Final values will be confirmed following tender closing.

## ***Project Sequencing and Future Work***

The revised approach allows the Town to:

- Complete the waterline upgrades as intended;
- Avoid installing storm infrastructure that would not function as designed; and
- Sequence storm system reconstruction as a standalone project under the next MYCW agreement.

Future capital planning will prioritize:

- Reconstruction and lowering of the storm sewer system from approximately 9 Sutherland Drive westward to East Street; and
- Storm infrastructure upgrades along Sutherland Drive toward the playground, where deficiencies have also been identified.

## **Key Considerations/Implications:**

### **Key Considerations / Implications**

#### **1. Budget / Financial Implications**

Reducing the limits of Circular Road Phase II is expected to result in project cost savings, with final amounts to be confirmed following tender closing. This adjustment allows available capital funding to be used more effectively while still completing the intended waterline upgrades.

## 2. **Alignment with Strategic Directions**

The revised scope supports responsible capital planning by ensuring infrastructure is constructed in a logical sequence and aligns with the Town's objective of prioritizing critical underground servicing.

## 3. **Alignment with Adopted Plans**

The project remains consistent with the Town's capital works program and long-term infrastructure renewal objectives, with storm infrastructure upgrades to be addressed under a future MYCW agreement.

## 4. **Procurement Implications**

The revised scope will be reflected in the tender documents for Circular Road Phase II.

## 5. **Other Implications**

Deferring storm infrastructure work allows for more appropriate design, grading, and burial depth to be incorporated into a future project, reducing long-term operational and maintenance risks.

## **Conclusion/Next Steps:**

The scope adjustment to Circular Road Phase II is a practical project-management measure identified during detailed review. The Town will proceed with the revised limits to ensure the primary objective, upgrading the Circular Road waterline, is achieved effectively and within available funding.

Storm infrastructure improvements beyond East Street will be advanced as a future capital project when appropriate funding and design conditions are in place.

Prepared By:	
Approved By:	Nelson Chatman
Date Approved:	January 26, 2026



### **DECISION/DIRECTION NOTE**

Title:	Revocation of Occupancy Permit – 17 Bank Road
Date Prepared:	January 26, 2026
Report to:	Council
Councillor:	Councillor Hiscock
Role:	Lead
Department:	Public Works and Development - Planning and Development

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

Council direction is required on whether to revoke the Occupancy Permit for the property located at 17 Bank Road, Grand Falls Windsor, due to ongoing non-compliance with Town regulations, failure to comply with issued notices, and continued safety and nuisance concerns.

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

That Council revoke the Occupancy Permit for the property located at 17 Bank Road, Grand Falls Windsor, in accordance with Policy PWD-16 (Permit Revocation Process), due to continued non-compliance with Town regulations, failure to obtain required permits, and failure to meet the corrective actions outlined in the first and second written notices issued to the property owner.

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

The property located at 17 Bank Road has been the subject of ongoing enforcement action by the Department of Public Works and Development due to prolonged non-compliance with Town regulations and unsafe site conditions.

#### **Background**

- The property has been unoccupied for an extended period of time and has not been adequately maintained.
- Water service has been shut off since 2024 and the building does not have active utility connections, preventing adequate heating.
- Multiple complaints have been received from neighbouring residents regarding ongoing construction activity, including work occurring at unreasonable hours.

## **Unpermitted Construction and Direction to Cease Work**

Building inspections conducted in October and November 2025 confirmed that significant construction activity was occurring without the required permits, including work on the primary dwelling, construction of a front porch extension, construction of an accessory building, and site grading.

As a result of these findings, a **formal Stop Work and Clean-Up Order was issued on November 6, 2025**, under the authority of the Towns and Local Service Districts Act, the Occupancy and Maintenance Regulations, and the Town of Grand Falls-Windsor Anti-Litter Regulations. The Order directed that:

- All work on the property cease immediately until required permits were approved and obtained;
- The property be cleaned of construction debris and garbage;
- The land on the west side of the property be regraded to prevent stormwater runoff onto neighbouring properties; and
- Any open or exposed areas be secured to eliminate safety hazards and prevent weather damage.

The Stop Work Order also advised the owner of the right to appeal the Order within 30 days. No appeal was received by the Town, and no permit applications or corrective actions were subsequently submitted.

## **Inspection Findings**

A formal inspection report dated November 4, 2025, identified the following concerns:

- Active and incomplete structural work requiring permits
- Improper land grading causing drainage impacts to neighbouring properties
- Unsafe and unsightly accumulation of debris throughout the property
- Construction of accessory structures without approvals

Photographic documentation forms part of the inspection record.

## **Permit Revocation Process**

In accordance with Policy PWD□16 – Permit Revocation Process, the following steps were undertaken:

### **First Notice – January 5, 2026**

The owner was directed to:

- Restore utility and water services
- Obtain all required development and building permits
- Submit plans for the porch and accessory building
- Clean up the property and restore proper drainage
- Provide a corrective action plan and schedule

### **Second Notice – January 26, 2026**

Issued due to failure to comply with the first notice. The second notice reiterated all deficiencies and provided a final compliance deadline of February 9, 2026, with clear notice that failure to comply would result in the matter being referred to Council for review and possible revocation of the Occupancy Permit.

To date, the Town has not received:

- Any permit applications
- Any corrective action plan
- Confirmation of restored utilities
- Evidence of site remediation

The owner has therefore failed to comply with both written notices issued under Policy PWD□16.

## **Key Considerations/Implications:**

### **Legal / Policy Implications**

- The process followed aligns with Policy PWD□16 – Permit Revocation Process.
- Violations have been identified under:
  - Town of Grand Falls□Windsor Development Regulations (2022–2032)
  - Urban and Rural Planning Act, 2000
  - Occupancy and Maintenance Regulations (CNLR 1012/96)
  - Towns and Local Service Districts Act

### **Health and Safety**

- The property lacks active utilities and adequate heating.
- Ongoing unpermitted construction poses structural and public safety risks.
- Poor site conditions and debris present hazards to the public and neighbouring properties.

### **Community Impact**

- Multiple complaints have been received from surrounding residents.
- Ongoing activity has negatively impacted neighbourhood livability and safety.

### **Risk Management**

- Allowing continued occupancy without compliance exposes the Town to liability.
- Revocation provides a clear enforcement mechanism to prevent unsafe occupancy.

### **Recommendation:**

It is recommended that Council revoke the Occupancy Permit for 17 Bank Road in accordance with Policy PWD-16, due to continued non-compliance, failure to obtain required permits, and unresolved safety concerns.

Upon revocation:

- The property must remain vacant.
- All structures must be secured to prevent unauthorized occupancy.
- The owner retains the right to appeal Council's decision to the Municipal Appeals Board, in accordance with provincial legislation.

Prepared By:	
Approved By:	Nelson Chatman
Date Approved:	January 29, 2026



### **DECISION/DIRECTION NOTE**

Title:	Adoption of Municipal Plan Amendment No. 18, 2025 and Development Regulations Amendment No. 23, 2025
Date Prepared:	February 3, 2026
Report to:	Council
Councillor:	Councillor Hiscock
Role:	Lead
Department:	Public Works and Development - Planning and Development

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

That Council adopt Municipal Plan Amendment No. 18, 2025 and Development Regulations Amendment No. 23, 2025 in accordance with Section 16 of the Urban and Rural Planning Act, 2000, enabling the scheduling of a Public Hearing.

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

That Council, under the authority of Section 16 of the Urban and Rural Planning Act, 2000, adopt Amendment No. 18, 2025 to the Town of Grand Falls-Windsor Integrated Community Sustainability Municipal Plan, 2022–2032.

And further, that Council, under the authority of Section 16 of the Urban and Rural Planning Act, 2000, adopt Amendment No. 23, 2025 to the Town of Grand Falls-Windsor Development Regulations, 2022–2032.

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

Municipal Plan Amendment No. 18, 2025 and Development Regulations Amendment No. 23, 2025 were prepared to broaden opportunities for Residential Care uses by permitting them as discretionary uses within various Commercial and Residential zones, and by changing Residential Care from a permitted use to a discretionary use within the Rural Residential (RR-1) zone.

The amendments were processed in accordance with the Urban and Rural Planning Act, 2000. Public notices were issued on August 4, 2025 through posting at Town Hall and the Joe Byrne Arena, as well as publication on the Town's website and social media platforms. No submissions were received during the public consultation period.

These amendments have been released from Section 15 review under the Urban and Rural Planning Act, 2000 by the Government of Newfoundland and Labrador. Council is therefore authorized to proceed with adoption under Section 16 of the Act.

Adoption of the amendments is a required procedural step and allows the Town to proceed with arranging a Public Hearing in accordance with Sections 17 and 18 of the Act.

## **Key Considerations/Implications:**

### **Legal / Policy Implications**

- The amendments have completed Section 15 provincial review and are eligible for adoption under Section 16 of the Urban and Rural Planning Act, 2000.
- Following adoption, a Public Hearing must be advertised and scheduled in accordance with Sections 17 and 18 of the Act.
- In accordance with Section 21 of the Act, the Public Hearing may be cancelled if no objections are received within the prescribed timeframe.

### **Engagement and Communications Considerations**

- Public notification to date has been completed, with no submissions received.
- Adoption will trigger statutory advertising of the Public Hearing.

### **Alignment with Adopted Plans**

- The amendments support the Town’s strategic objectives related to housing diversity, community services, and land-use flexibility.

**Recommendation:**

It is recommended that Council proceed with the adoption of Municipal Plan Amendment No. 18, 2025 and Development Regulations Amendment No. 23, 2025, as released from Section 15 review under the Urban and Rural Planning Act, 2000, in order to enable the scheduling of a Public Hearing in accordance with the Act.

Prepared By:	
Approved By:	Nelson Chatman
Date Approved:	February 3, 2026



### **DECISION/DIRECTION NOTE**

Title:	Municipal Plan Amendment No. 21, 2025 and Development Regulations Amendment No. 28, 2025 – Short-Term Rentals in the Commercial Neighbourhood (CN) Zone
Date Prepared:	February 2, 2026
Report to:	Council
Councillor:	Councillor Hiscock
Role:	Lead
Department:	Public Works and Development - Planning and Development

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

Council direction is required on whether to advance Municipal Plan Amendment No. 21, 2025 and Development Regulations Amendment No. 28, 2025 to the next statutory stage, being referral to the Province for Section 15 review under the *Urban and Rural Planning Act, 2000*.

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

That Council support Municipal Plan Amendment No. 21, 2025 and Development Regulations Amendment No. 28, 2025 and authorize their submission to the Department of Municipal Affairs and Community Engagement for Section 15 review under the *Urban and Rural Planning Act, 2000*.

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

Council is considering Municipal Plan Amendment No. 21, 2025 and Development Regulations Amendment No. 28, 2025, which propose to add Short-Term Rental as a discretionary use within the Commercial Neighbourhood (CN) Zone, where former commercial or civic buildings have already been permitted for residential conversion.

The intent of the amendments is to provide flexibility in repurposing underutilized commercial and civic buildings, supporting both long-term and short-term residential use, while maintaining Council's discretion on a site-by-site basis.

Public notice was issued in accordance with the *Urban and Rural Planning Act, 2000*, and submissions were invited up to January 31, 2026.

Four (4) written submissions were received during the public consultation period. One (1) submission opposed the proposed amendments, raising concerns regarding housing availability, housing affordability, and the potential social impacts associated with short-term rentals. Three (3) submissions supported the amendments, citing the need for additional visitor and temporary accommodation, as well as the importance of providing flexibility to support the adaptive reuse of existing commercial and civic buildings.

All submissions have been received, reviewed, and form part of the amendment record.

At this stage, Council is not making a final approval decision. Advancing the amendments to Section 15 Provincial Review allows the Province to assess consistency with provincial interests and provides an additional layer of oversight before the amendments return to Council for consideration of adoption and Public Hearing.

## **Key Considerations/Implications:**

### **Alignment with Adopted Plans**

The proposed amendments align with the intent of the Integrated Community Sustainability Municipal Plan to support adaptive reuse of existing buildings and respond to changing community needs, while retaining Council discretion.

### **Engagement and Communications Considerations**

Public consultation requirements to date have been met. Advancing to Section 15 does not preclude further public input at the Public Hearing stage.

## Legal or Policy Implications

Proceeding to Section 15 review is a required statutory step under the *Urban and Rural Planning Act, 2000* prior to adoption.

## Housing and Community Implications

Concerns raised through submissions will remain relevant considerations during future discretionary use applications and at the Public Hearing stage. Advancing to Section 15 does not diminish Council's ability to impose conditions or refuse applications where appropriate.

## Recommendation:

It is recommended that Council support advancing Municipal Plan Amendment No. 21, 2025 and Development Regulations Amendment No. 28, 2025 to Section 15 Provincial Review, recognizing that final approval and implementation decisions will occur at later statutory stages.

Prepared By:	
Approved By:	Nelson Chatman
Date Approved:	February 2, 2026



### **DECISION/DIRECTION NOTE**

Title:	Municipal Plan Amendment No. 24, 2025 and Development Regulations Amendment No. 31, 2025 – Red Cliff
Date Prepared:	February 3, 2026
Report to:	Council
Councillor:	Councillor Hiscock
Role:	Lead
Department:	Public Works and Development - Planning and Development

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

That Council consider whether to advance Integrated Community Sustainability Municipal Plan Amendment No. 24, 2025 and Development Regulations Amendment No. 31, 2025 to the Department of Municipal Affairs and Community Engagement for Section 15 review under the *Urban and Rural Planning Act, 2000*.

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

That Council support Municipal Plan Amendment No. 24, 2025 and Development Regulations Amendment No. 31, 2025 and authorize their submission to the Department of Municipal Affairs and Community Engagement for Section 15 review under the Urban and Rural Planning Act, 2000.

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

Council has received an application to redesignate and rezone lands located north of the Trans-Canada Highway between Red Cliff Road and the NL T’Railway corridor, west of town, to support rural residential development. The proposed amendments include changes to both the Municipal Plan Future Land Use Map and the Development Regulations Land Use Zoning Map.

In accordance with Section 14 of the *Urban and Rural Planning Act, 2000*, a public consultation process was completed. Notice of the proposed amendments was advertised, and the deadline for submissions was February 2, 2026. No written submissions or objections were received by the Town within the prescribed timeframe.

The proposed amendments are consistent with existing development patterns in the area, align with the Town's long-term growth objectives, and provide for orderly rural residential development while excluding identified wetlands and conservation areas. Having completed the public consultation stage with no objections received, the next step in the statutory process is referral to the Department of Municipal Affairs and Community Engagement for Section 15 review.

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

#### **Alignment with Adopted Plans**

The amendments are consistent with the intent of the Town's Integrated Community Sustainability Municipal Plan and support planned rural residential growth in an appropriate location.

#### **Legal or Policy Implications**

Advancing the amendments to Section 15 review is a required step under the *Urban and Rural Planning Act, 2000* following completion of public consultation.

#### **Engagement and Communications Considerations**

Public consultation requirements under Section 14 have been satisfied, with no submissions received.

### **Recommendation:**

That Council support Integrated Community Sustainability Municipal Plan Amendment No. 24, 2025 and Development Regulations Amendment No. 31, 2025 and authorize their submission to the Department of Municipal Affairs and Community Engagement for Section 15 review.

Prepared By:	
Approved By:	Nelson Chatman
Date Approved:	February 3, 2026



## **DECISION/DIRECTION NOTE**

Title:	Adoption of Development Regulations Amendment No. 33, 2025 – Lincoln Road (RS-3 to RM-1)
Date Prepared:	February 2, 2026
Report to:	Council
Councillor:	Councillor Hiscock
Role:	Lead
Department:	Public Works and Development - Planning and Development

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

Council is required to consider Development Regulations Amendment No. 33, 2025 following completion of public consultation and determine whether to proceed with adoption and approval under the Urban and Rural Planning Act, 2000.

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

Under the authority of Section 16 of the Urban and Rural Planning Act, 2000, the Town Council of Grand Falls-Windsor adopts Amendment No. 33, 2025 to the Grand Falls-Windsor Development Regulations, 2022-2032.

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

#### **Background and Current Status**

Development Regulations Amendment No. 33, 2025 proposes to rezone lands on Lincoln Road from Single Unit Urban Residential (RS-3) to Residential RM-1 Low and Medium Density Multi-Unit Residential.

The purpose of the amendment is to allow a broader range of residential housing options on lands already designated for residential use in the Municipal Plan. The amendment supports higher-density residential development in a serviced and centrally located area and aligns with the Town's objectives related to housing supply, affordability, and commitments under the Housing Accelerator Fund.

As this amendment affects Development Regulations only and does not involve a Municipal Plan amendment, a Public Hearing is not required under the Urban and Rural Planning Act, 2000.

Public consultation was undertaken in accordance with the Act. Notices were posted at Town Hall and Joe Byrne Stadium and published on the Town's website and social media platforms on January 9, 2026. The public consultation period closed on January 30, 2026.

A total of five (5) submissions were received. One (1) submission was in favour, expressing interest in potential future residential development. Four (4) submissions were opposed, one of which included six signatories.

Concerns raised in the opposing submissions focused on:

- Loss of green space and mature trees
- Environmental sensitivity due to proximity to the Exploits River
- Historical and cultural significance of the area ("Barn Field")
- Preference for preservation of the lands for public, recreational, or community garden uses
- Perception that other areas of Town may be more suitable for medium-density development

The Planning Analysis concludes that the lands are already zoned for residential use and are suitable for increased density given their proximity to downtown services, recreation amenities, and municipal infrastructure. Lands west and south of the former Mill Road access corridor are not included in this amendment and will remain zoned Recreation Open Space, preserving opportunities for trails, river access, and open space uses. Environmental protection and open space considerations can be addressed through the subdivision and development approval process under the Development Regulations.

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

## **Alignment with Adopted Plans**

The amendment is consistent with the Grand Falls-Windsor Integrated Community Sustainability Municipal Plan, which designates the subject lands for residential use.

## **Housing and Growth Considerations**

The RM-1 zoning provides flexibility to accommodate low- and medium-density residential development, supporting housing affordability, demographic needs, and efficient use of existing municipal services.

## **Environmental and Heritage Considerations**

While concerns were raised during public consultation, the amendment does not remove existing Open Space zoning along the river corridor. Development Regulations provide mechanisms to consider environmental features and site design at the application stage.

## **Public Engagement**

Public consultation requirements have been satisfied. Submissions received have been reviewed and considered as part of Council's decision-making.

## **Legal / Policy Implications**

Council may proceed directly to adoption and approval under Sections 16 and 23 of the Urban and Rural Planning Act, 2000, as no Municipal Plan amendment is involved.

## **Recommendation:**

It is recommended that Council adopt Development Regulations Amendment No. 33, 2025, thereby enabling RM-1 Low and Medium Density Multi-Unit Residential development on the subject lands in accordance with the Development Regulations.

Prepared By:	
Approved By:	Nelson Chatman
Date Approved:	February 8, 2026



### **DECISION/DIRECTION NOTE**

Title:	Municipal Plan Amendment No. 25, 2025 and Development Regulations Amendment No. 32, 2025 – Riverfront Development (Lincoln Road)
Date Prepared:	February 2, 2026
Report to:	Council
Councillor:	Councillor Hiscock
Role:	Lead
Department:	Public Works and Development - Planning and Development

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

That Council consider the results of the Section 14 public consultation and determine whether to advance Municipal Plan Amendment No. 25, 2025 and Development Regulations Amendment No. 32, 2025 to Section 15 review under the *Urban and Rural Planning Act, 2000*.

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

That Council support Municipal Plan Amendment No. 25, 2025 and Development Regulations Amendment No. 32, 2025, and authorize their submission to the Department of Municipal Affairs and Community Engagement for Section 15 review under the *Urban and Rural Planning Act, 2000*.

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

Municipal Plan Amendment No. 25, 2025 and Development Regulations Amendment No. 32, 2025 propose the redesignation and rezoning of approximately 2.5 hectares of Crown land off Lincoln Road to support future residential development.

The proposed amendments would:

- Redesignate the lands from *Recreation Open Space* to *Urban Residential* in the Municipal Plan; and
- Rezone the lands from *Recreation Open Space* to *Residential RM-1 Low and Medium Density Multi-Unit Residential Zone* in the Development Regulations.

The intent of the amendments is to increase the supply of serviced residential land within the Town, consistent with the objectives of the Integrated Community Sustainability Municipal Plan (2022–2032) and current housing needs.

In accordance with Section 14 of the Urban and Rural Planning Act, 2000, public consultation was completed. Notice of the proposed amendments was provided through postings at Town facilities, the Town website, and social media platforms. The consultation period closed on January 30, 2026.

Two written submissions opposing the proposed amendments were received. Key themes raised included:

- Retention of the lands as green space or for passive recreation;
- Concerns regarding riverfront character, environmental values, and viewsheds;
- Interest in alternative locations for residential development; and
- Perceived expectations regarding long-term public use of the lands.

Administration notes that:

- The lands are not designated for a defined recreation facility or park in the Municipal Plan;
- Support for Section 15 review does not constitute approval of the amendments;
- No development approval is granted through this step; and
- Council retains full authority to adopt, amend, or reject the amendments following completion of the Section 15 review and Public Hearing process.

## **Key Considerations/Implications:**

### **Legal and Statutory Implications**

Advancing the amendments to Section 15 initiates Provincial Review by the Department of Municipal Affairs and Community Engagement and requires the scheduling of a Public Hearing in accordance with the *Urban and Rural Planning Act, 2000*.

### **Engagement and Communications Considerations**

Public consultation under Section 14 has been completed. Additional opportunity for public input will occur through the Public Hearing process.

### **Alignment with Adopted Plans**

The proposed amendments are consistent with the broader residential growth objectives of the Municipal Plan, subject to Council's final determination.

### **Land-Use and Environmental Considerations**

Environmental protection, buffering, open space dedication, and detailed site design are addressed at later stages through subdivision and development applications, not through advancement to Section 15.

### **Recommendation:**

Administration recommends that Council support Municipal Plan Amendment No. 25, 2025 and Development Regulations Amendment No. 32, 2025 and authorize their submission for Section 15 review, to complete the statutory planning process and allow Council to make a fully informed decision following Provincial Review and a Public Hearing.

Prepared By:	
Approved By:	Nelson Chatman
Date Approved:	February 2, 2026



### **DECISION/DIRECTION NOTE**

Title:	Purchase of Trackless MT7 Articulating Municipal Tractor
Date Prepared:	January 26, 2026
Report to:	Council
Councillor:	Councillor Coady
Role:	Lead
Department:	Corporate Services - Finance, Administration and Policy

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

Council direction is required to approve the purchase of a new Trackless MT7 articulating municipal tractor through the Canoe Procurement Program, as the final purchase price marginally exceeds the approved capital budget for this piece of equipment.

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

That Council approve an additional \$16,788 to purchase of one (1) 2026 Trackless MT7 Articulating Municipal Tractor with 51" Sierra Ribbon Snow Blower from Saunders Equipment Ltd. through the Canoe Procurement Program (Contract CAN-2025-006-TRK) in the amount of \$216,778.00 plus HST. The original approved budgeted amount was \$200,000.

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

The Department of Public Works and Development is recommending the purchase of a new Trackless MT7 articulating municipal tractor to support sidewalk and trail maintenance operations.

Trackless equipment is the standard unit currently used by the Town. Maintaining consistency in equipment allows all existing and future attachments to be interchangeable between machines, reducing the need for duplicate attachments and improving operational flexibility during breakdowns, scheduled maintenance, and peak snowfall events.

Saunders Equipment Ltd. is the authorized Trackless representative for the Maritimes and Newfoundland and Labrador. As a result, no local vendors are able to supply this equipment or a comparable unit that would be compatible with existing Town attachments.

The purchase is being completed through the Canoe Procurement Program under Contract CAN-2025-006-TRK, which satisfies municipal procurement requirements and provides pre-negotiated pricing.

The submitted quote dated January 19, 2026, confirms a total purchase price of \$216,778.00 plus HST, including freight, training, and pre-delivery inspection.

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

#### **Budget / Financial Implications**

Council approved a capital budget of \$200,000 for this equipment. The purchase exceeds the approved budget.

#### **Procurement Implications**

The purchase is being made through the Canoe Procurement Program, which is an approved cooperative purchasing framework and meets municipal procurement requirements.

#### **Operational Implications**

An additional Trackless unit improves service reliability, reduces downtime risk, and allows for more efficient use of existing attachments across multiple machines.

### **Recommendation:**

It is recommended that Council approve the purchase of the Trackless MT7 articulating municipal tractor as outlined in this report.

Prepared By:	
Approved By:	Nelson Chatman
Date Approved:	January 26, 2026



### **INFORMATION NOTE**

Title:	Labour Reports
Date Prepared:	February 4, 2026
Report to:	Regular Meeting of Council
Councillor:	Councillor Coady
Role:	Lead
Department:	Corporate Services - Finance, Administration and Policy

#### **Issue:**

Council is provided with a summary of labour costs for Public Works, Parks, Firehall and Exploits Regional Water Supply Committee up to the end of the year in 2025, in addition to the first four weeks of 2026.

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

Labour costs as at the end of 2025 were \$4,159,688 which was \$206,567 (or 4.73%) under the budget of \$4,366,255. Management is pleased with the work that was able to get completed while staying under budget for 2025.

Labour costs as of January 24<sup>th</sup>, 2026 (week 4) are \$295,364, which is \$17,385 (or 6.25%) over the budget of \$277,979. The first four weeks of the season has seen multiple significant winter events which has caused the labour costs to be high. This should level out over the next few months as we head into the spring and recall of seasonal staff.

**Key Considerations/Implications:**

## 1. Budget/Financial Implications:

The Labour Report is used to aid management in decisions such as layoff, recall and the use of overtime. Maintaining the budget for labour is crucial to the operations of the Town as it represents a significant portion of the overall budget.

**Conclusion/Next Steps:**

Management will continue to monitor labour costs moving forward into 2026 and ensure steps are taken to get back on budget for the year in the coming weeks and months.

Prepared By:	
Approved By:	Steve Gosse
Date Approved:	February 4, 2026



## **INFORMATION NOTE**

<b>Title:</b>	Councillor Code of Conduct
<b>Date Prepared:</b>	February 9, 2026
<b>Report To:</b>	Regular Meeting of Council
<b>Councillor:</b>	<b>Councillor Coady - Lead</b>
<b>Department:</b>	<b>Corporate Services - Finance, Administration and Policy</b>

**Issue:**

Council is provided with the Councillor Code of Conduct Policy for review.

**Discussion – Background & Current Status:**

This is a follow up to the previous Information Note from October 2025. Council has now completed, or is currently completing, training from the Provincial Government regarding mandatory training modules, which includes information about the Code of Conduct.

Council also received orientation training back in November of 2025 which also touched on the Code of Conduct, in addition to general roles and responsibilities of being a Councillor.

**Key Considerations/Implications:**

1. Legal or Policy Implications
  - a. This policy is legislated by the Provincial Government and the related training is required as part of Council's municipal responsibilities as elected officials.

**Conclusion/Next Steps:**

Council to review this policy periodically to ensure it all remains relevant and accurate.

**Prepared by:**

**Approved by: Darren Finn**

**Date Approved: 02/09/2026**





### **INFORMATION NOTE**

Title:	Disbursement Report – January 2026
Date Prepared:	February 4, 2026
Report to:	Regular Meeting of Council
Councillor:	Councillor Coady
Role:	Lead
Department:	Corporate Services - Finance, Administration and Policy

#### **Issue:**

Summary of disbursements for Council review.

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

This Information Note is prepared by staff, and reviewed by Council which provides a summary of disbursements over \$1,000 as of January 31st, 2026, in the amount of \$1,394,105.73. Also disclosed on the report are pre-authorized payments of \$671,994.82 and invoices under \$1,000 in the amount of \$37,683.70.

#### **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 at future meetings.

Prepared By:	
Approved By:	Steve Gosse
Date Approved:	February 4, 2026

Vendor	ACCT - DESCRIPTION	TOTAL
Acklands-Grainger Inc	SCBA Replacement House Pouch	\$ 1,571.30
Acklands-Grainger Inc	Air Compressor Service	\$ 2,491.35
Acklands-Grainger Inc	Certification Testing of self-Contained BA	\$ 2,402.26
Action Caps & Accessories Ltd.	Cutting Edges	\$ 1,954.85
Adam Cater	2025 Group Insurance Overpayment	\$ 1,755.27
Alexandria Anstey	Scholarship - 1st Installment	\$ 1,000.00
Allnorth Consultants Ltd.	Asphalt Test and Cylinders	\$ 1,583.65
Allnorth Consultants Ltd.	GFW House Restoration	\$ 44,755.63
ALLROCK Consulting Ltd.	2025 Paving Project	\$ 3,346.85
Atlantic Purification Systems	UV Replacement Bulbs	\$ 1,231.65
Atlantic Purification Systems	Hose Pump - Bredel	\$ 29,006.45
Atlantic Purification Systems	Lab Supplies for WWTP	\$ 13,048.27
Atlas Surveys	Land Sale - 135 Main Street	\$ 1,358.15
Bell Aliant	Phone Bill	\$ 4,237.41
Brad Reid	2025 Group Insurance Overpayment	\$ 1,411.23
Brenntag Canada Inc.	Chlorine Tonners	\$ 56,808.51
Brian Boone	2025 Group Insurance Overpayment	\$ 2,080.00
Browning Harvey	JBM Vending Machine Supplies	\$ 2,386.04
Cal LeGrow	Renewal of Commercial Property	\$ 334,356.10
Canoe Procurement Group of Canada	Shredder & 2026 Planners	\$ 4,161.93
Cataracts Hockey Club	Ticket Revenue	\$ 15,000.00
CBCL Ltd.	GT-99-2022-7655	\$ 1,584.55
CBCL Ltd.	99-2024-8390 WTP	\$ 11,152.46
CBCL Ltd.	99-2022-7655 WWTF	\$ 2,256.21
CBCL Ltd.	99-2022-7655 WWTF	\$ 1,187.48
CBCL Ltd.	99-2024-8390 WTP	\$ 30,356.60
Central Community Development Corp	2025 Contribution to REDP	\$ 17,000.00
Central Hydraulics & Supply	Unit#72	\$ 1,788.14
Central Hydraulics & Supply	Unit#59 - Hydraulic Oil	\$ 1,230.91
Chemtrade Chemicals Canada Ltd.	Alum - 9033476	\$ 20,138.26
Chemtrade Chemicals Canada Ltd.	Alum - 90338265	\$ 20,095.66
Corduroy Brook Enhancement Assoc.	1st Installment Annual Grant	\$ 24,000.00
Craig Knight	2025 Group Insurance Overpayment	\$ 2,600.00
CUPE Local 1349	Union Dues Collected - December 2025	\$ 5,452.77
D.A.S.I.T Recharging	Annual Inspection of Fire Extinguishers	\$ 1,610.00
David Mackinnon	Reimbursement for expenses to repair	\$ 15,402.84
Dennis Loder	2025 Group Insurance Overpayment	\$ 4,420.00
Dicks and Company	Boardroom Chairs	\$ 2,345.93
Diligent Canada	Annual Livestream Manager PRO	\$ 18,566.90
Dwayne Price	2025 Group Insurance Overpayment	\$ 1,750.23
Emco Supply	Water & Sewer Materials	\$ 1,492.13
Emco Supply	Water & Sewer Materials	\$ 2,021.15
Exploits Regional Curling Club	Annual Community Grant - 1st Installment	\$ 7,500.00

Exploits Valley Paving	Snow clearing - Excite	\$ 6,744.75
Gill's Construction	Sod - Ski Trail	\$ 1,560.55
Higher Talent	HR Consulting Services	\$ 1,837.90
Higher Talent	HR Consulting Services	\$ 4,450.50
Higher Talent	HR Consulting Services	\$ 1,759.50
Higher Talent	HR Consulting Services	\$ 1,837.90
Higher Talent	HR Consulting Services	\$ 4,243.50
Higher Talent	HR Consulting Services	\$ 3,832.95
Higher Talent	HR Consulting Services	\$ 1,837.90
Hitech Communications	Radio & Accessories	\$ 4,332.22
Hunt's Concrete	Town Depot - Ice Control Sand	\$ 6,908.20
Iconix Waterworks	Curb Stop - Water Materials	\$ 2,749.88
Jav's Convenience	Community Groups Rental - January 2026	\$ 1,725.00
Joda Enterprises Ltd.	Payroll Services - December 2025	\$ 1,738.40
Joshua Horton	2025 Group Insurance Overpayment	\$ 2,051.81
Laerdal Medical Canada Ltd.	380-EDGS100 MAMAANNE Course	\$ 5,380.97
Laerdal Medical Canada Ltd.	SIMMAN 3G Plus Course	\$ 5,380.97
Laerdal Medical Canada Ltd.	MAMMAANNE Dark	\$ 84,558.47
Linde Canada Inc.	Tank Rental	\$ 1,255.82
Memorial United Church	Stem Rental	\$ 2,000.00
Monarch Enterprises Ltd.	Hockey Nets - Dressing & Freight	\$ 5,865.00
Municipal Assessment Agency Ltd.	1st Quarter - Assessment Fees	\$ 41,028.00
Municipal Assessment Agency Ltd.	4th Quarter Assessment Fees - 2025	\$ 40,924.00
Newfette Designs	Cutting Boards, Crib Boards, Arm Bands	\$ 1,460.50
Newfoundland Exchequer	CL#153730 - Lease	\$ 2,471.35
North Atlantic Petroleum	Diesel - 2500.8L Depot	\$ 3,732.95
North Atlantic Petroleum	Diesel - 1002.0L Depot	\$ 1,495.69
North Atlantic Petroleum	Diesel - 8509.2L Depot	\$ 12,701.68
North Atlantic Petroleum	Diesel - 4019.2L Depot	\$ 6,295.27
North Atlantic Petroleum	Diesel - 7552.6L Depot	\$ 11,829.64
North Atlantic Petroleum	Diesel - 680.3L Depot	\$ 1,065.56
North Atlantic Petroleum	Diesel - 2944.8L Depot	\$ 4,334.75
North Atlantic Petroleum	Diesel - 2416.9L Depot	\$ 3,607.71
North Atlantic Petroleum	Diesel - 6022.2L Depot	\$ 8,871.61
North Atlantic Petroleum	Diesel - 2561.6L Depot	\$ 3,773.61
Off the Cuff Community Choir	Community Grant 2026	\$ 1,000.00
Omnigo Software LLC	REX Software Subscription	\$ 19,556.78
OMP Parts & Industrial Ltd.	Unit#2413 Tire Changeover	\$ 1,522.37
OMP Parts & Industrial Ltd.	Unit#2472 Tire Changeover	\$ 1,522.37
OMP Parts & Industrial Ltd.	Unit#69 Tires and Install	\$ 1,676.36
OMP Parts & Industrial Ltd.	Unit#145 - Tires and Install	\$ 1,674.17
Paymate Software Corp.	Harmony - 130 Employees	\$ 11,017.50
Paymate Software Corp.	Import of current year data	\$ 1,610.00
PBO Industrial Disposal Inc.	Dump & Return - Whitmore Street	\$ 6,900.00

Pool Services NL	Pressure Test, Travel and Accommodations	\$ 4,916.25
Pure Technologies Ltd.	99-2024-8389	\$ 225,908.88
Related Holdings Ltd.	Community Group Rental	\$ 2,242.50
Related Holdings Ltd.	Community Group Rental	\$ 2,242.50
Royal Lepage Generation Realty (In Trust)	Deposit on Land - 113 Main Street	\$ 1,000.00
Ryan Stacey	2025 Group Insurance Overpayment	\$ 2,080.00
Safety Source Fire	Firehose - Small Tools	\$ 2,139.00
Saunders Equipment	Outside Mirror Stock - Trackless	\$ 1,325.75
Saunders Equipment	PTO Shaft Assembly - Unit#158	\$ 1,766.77
Saunders Equipment	Unit#2111 - Carbide Skate	\$ 1,059.12
Saunders Equipment	Repair Zamboni Ltd.	\$ 1,994.15
Sharron's Sales & Services	Unit#2542 - Tires & Install	\$ 1,742.94
Staff Signs & Graphics	Community Services Clothing	\$ 3,797.30
Stewart McKelvey	Legals Fees - Case#SM040579-00028	\$ 13,386.00
Stewart McKelvey	Legal Fees - Case#SM040579-00020	\$ 1,603.10
Stewart McKelvey	Legal Fees - Case#SM040579-00028	\$ 13,093.90
The Board of Trade	Membership Fees	\$ 1,035.00
Tina Jewer	Reimbursement for expenses to repair	\$ 1,628.72
Top Quality Cleaners	Janitorial Services - Town Hall - 01-13-26	\$ 1,035.00
Top Quality Cleaners	Janitorial Services - Excite	\$ 1,121.25
Top Quality Cleaners	Janitorial Services - Town Hall - 01-26-26	\$ 1,035.00
Top Quality Cleaners	Janitorial Services - Town Hall - 12-29-25	\$ 1,035.00
Top Quality Cleaners	Janitorial Services - Excite Building	\$ 1,121.25
Town of Grand Fall-Windsor	Employee Local Taxes Collected - December	\$ 3,929.00
Tract Consulting Inc.	GFW-2447 MPA#9 & DRA#13-2024	\$ 4,134.25
Tyrone Gardner	2025 Group Insurance Overpayment	\$ 1,904.81
UAP Inc	Unit#2012 - Radiator	\$ 2,185.89
UAP Inc	Hydraulic 32	\$ 3,933.78
Western Hydraulic & Mechanical	Unit#2012 - Conveyor Chain	\$ 2,250.55
Western Petroleum	Oil - 865.2L Depot	\$ 1,295.57
Western Petroleum	Oil - 804.7L JBM	\$ 1,204.97
Western Petroleum	Gasoline - 2803.8L Depot	\$ 3,404.94
Western Petroleum	Oil - 1056.6L Depot	\$ 1,582.17
Western Petroleum	Oil - 2451.4L GF House	\$ 3,115.12
Western Petroleum	Gasoline - 1800.0L Depot	\$ 2,187.99
Western Petroleum	Oil - 910.0L FH	\$ 1,322.26
Western Petroleum	Gasoline - 1556.4L Depot	\$ 1,907.99
Western Petroleum	Oil - 708.7L Depot	\$ 1,064.97
WR Excavation	Town Hall Roof Repair	\$ 8,348.91
<b>TOTAL</b>		<b>\$ 1,394,105.73</b>
<b>PRE-AUTHORIZE PAYMENTS</b>		
168840 Superior Propane	BILL PAYMENT	\$ 258.18
170233 Superior Propane	BILL PAYMENT	\$ 8.74
BELL ALIANT	BILL PAYMENT	\$ 280.31

TELUS Mobility	BILL PAYMENT	\$ 1,498.51
TELUS Mobility	BILL PAYMENT	\$ 3,315.44
CPWA fees	BILL PAYMENT	\$ 345.00
Gov NL fees	BILL PAYMENT	\$ 172.50
PREMIUMS TRIO BENEFITS	INSURANCE	\$ 90,586.99
AUDIENCEVIEW	MISC PAYMENT	\$ 1,205.50
CIBC CARD PRODUCTS DIVISION	MISC PAYMENT	\$ 11,229.70
CIBC CARD PRODUCTS DIVISION	MISC PAYMENT	\$ 27,253.62
Manulife 290532	Nov DB Pension Plan	\$ 27,457.63
Manulife 290532	Nov RRSP Plan	\$ 645.36
Manulife 290532	Nov DC Pension Plan	\$ 63,245.80
Manulife 290532	Dec DB Pension Plan	\$ 28,953.54
Manulife 290532	Dec RRSP Plan	\$ 806.70
Manulife 290532	Dec DC Pension Plan	\$ 79,649.12
NEWFOUNDLAND POWER INC.	MISC PAYMENT	\$ 42,365.15
NEWFOUNDLAND POWER INC.	MISC PAYMENT	\$ 123,620.55
EFM Canada RBC EFM Canada Inc	RENT/LEASE	\$ 169,096.48
<b>TOTAL</b>		<b>\$ 671,994.82</b>
<b>Total amount of Invoices Under \$1000.00</b>		<b>\$ 37,683.70</b>



### **DECISION/DIRECTION NOTE**

Title:	Community Grant – Grand Falls House
Date Prepared:	February 4, 2026
Report to:	Regular Meeting of Council
Councillor:	Councillor Coady
Role:	Lead
Department:	Corporate Services - Finance, Administration and Policy

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

A decision is required to provide the Grand Falls House Foundation funding for the 2026 year for operations.

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

That Council approve \$15,500 in additional funding for the Grand Falls House Foundation for projects for the 2026 year.

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

The original request from the Foundation was \$35,500 which was:

- Insurance: \$2,500
- Seacan Site work: \$5,000
- Chimney work: \$5,000
- Milled logs / stairs: \$5,000
- Site work: \$5,000
- General repairs: \$8,000
- General maintenance: \$5,000
- Total: \$35,500

After some internal discussions, management has decided that it can do the site work for the seacans and assess and patch the chimney to stop leaking to reduce by \$10,000

with in-kind work. An additional \$10,000 can be utilized out of the “other” category of the current budget for Community Grants for 2026. That leaves a total of \$15,500 unfunded for 2026.

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

1. Budget/Financial Implications: This was not budgeted for originally, just \$25,000 for operations of the building itself.
2. Partners or Other Stakeholders: The Grand Falls House is a great project that the Town intends to invest in through partnerships with ACOA and the Provincial Government.

### **Recommendation:**

That Council approve this funding request to provide a total grant to the Grand Falls House Foundation in the amount of \$25,500 (\$15,500 of which was unbudgeted).

Prepared By:	
Approved By:	Steve Gosse
Date Approved:	February 4, 2026



### **INFORMATION NOTE**

Title:	Taxation Receivable Analysis – January 2026
Date Prepared:	February 12, 2026
Report to:	Regular Meeting of Council
Councillor:	Councillor Coady
Role:	Lead
Department:	Corporate Services - Finance, Administration and Policy

#### **Issue:**

Summary of Taxation Receivables for Council review.

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

This Information Note is prepared by staff and reviewed by Council which provides a summary of taxation receivables as at January 31, 2026. The total taxation receivables amount to \$23,036,329.36, which is an increase of \$1,125,955.22 (5.14%) compared to the previous year. The January report does not show the full collections picture as taxes are not due until March 31<sup>st</sup>, 2026. Monthly collections for January 2026 were consistent with the prior year at around \$1,103,980.

Please contact the Town Hall at 489-0402, 0403, or 0404 with any questions about your tax bill. The due date is March 31, 2026, and interest will be applied after that date. There are payment plans available for those who would rather pay their balance off throughout the year, and there would be no interest applied for those who sign up on pre-authorized payments.

**Conclusion/Next Steps:**

Management and staff will continue to monitor taxation receivables and use all necessary methods of collection to lower the outstanding balance each month.

Prepared By:	
Approved By:	Steve Gosse
Date Approved:	February 12, 2026



### **INFORMATION NOTE**

Title:	Grand Falls-Windsor Fire Department Incident Responses Q4
Date Prepared:	January 12, 2026
Report to:	Council
Councillor:	Councillor Hollett
Role:	Lead
Department:	Protective Services - Municipal Enforcement and Fire Department

#### **Issue:**

Council to review Fire Department incident activity and trends for the period October 1 to December 31, 2025, based on operational reports.

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

Council reviewed the 2025 fourth quarter Fire Department Incident Report.

The Grand Falls-Windsor Fire Department responded to 44 incidents during the fourth quarter of 2025. Responses included fires, motor vehicle collisions, alarm activations, investigations, rescues, and agency assistance calls. Incident data was compiled from the Fire Department's detailed incident listings and summary reports, attached.

Breakdown of calls for October 1 to December 31, 2025:

- **October (11 calls):**  
Included 3 alarm activations, 2 motor vehicle collisions (one involving extrication), 1 rescue–entrapment, 1 utility hazard (wires down), 1 grass/brush fire, 1 electrical-related fire, and 2 outside or residential-related fire incidents.
- **November (15 calls):**  
Included multiple alarm activations, 2 electrical or residential fire incidents, 1 vehicle fire, several investigations related to smoke or odour complaints, motor vehicle collisions, and agency assistance calls.

- **December (18 calls):**

Included numerous alarm activations (including carbon monoxide alarms), 4 investigations (smoke/odour related), 4 motor vehicle collisions (including extrication), 1 vehicle fire, 1 outside fire, and 1 agency assist.

### **Key statistics:**

- Total incidents responded to: 44
- Average response time: 6 minutes, 30 seconds
  - Average number of personnel per call: 8
  - Most frequent call types: alarm activations, motor vehicle collisions, and fire-related incidents.

Activity levels were consistent across October, November, and December, with no single month showing an abnormal spike in total call volume.

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

1. Partners or Other Stakeholders:
  - a. Some incidents required coordination with RCMP, Emergency Health Services, and other agencies, underscoring the importance of inter-agency collaboration.

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

The Grand Falls-Windsor Fire Department has successfully maintained consistent and effective emergency response services throughout the fourth quarter of 2025. Incident activity remained within expected ranges, and the Department continued to demonstrate readiness across a variety of emergency situations. Ongoing data tracking and inter-agency coordination will continue into 2026.

Prepared By:	Renita Hurley, Executive Assistant (Reports prepared by Fire Chief Vince Mackenzie)
Approved By:	Darren Finn
Date Approved:	January 12, 2026



### **INFORMATION NOTE**

Title:	Municipal Enforcement Year End 2025 Incident Reports
Date Prepared:	January 20, 2026
Report to:	Council
Councillor:	Councillor Hollett
Role:	Lead
Department:	Protective Services - Municipal Enforcement and Fire Department

#### **Issue:**

Council reviewed an Information Note on Grand Falls-Windsor Municipal Enforcement Police activities for year end 2025.

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

That Council approve this Year End (YE) Report that provides an overview of the Grand Falls-Windsor Municipal Police enforcement activities for the year 2025, including incident statistics, Bylaw infractions, community engagement efforts, notable incidents, and future priorities.

#### **1. Incident Statistics**

		<b>2025</b>	<b>2024</b>
o Total reported incidents (case files):	YE:	868	847
o Total reported incident types:	YE:	1520	1288
o Total reported traffic violations:	YE:	346	
677			
♣ Summary Offence Tickets issued:	YE:	121	330
♣ Written Warnings issued:	YE:	225	347

## 2. Incidents Reported

o Breakdown by classification:		<b>2025</b>	<b>2024</b>
♣ Animal Control (GFW):	YE:	118	133
♣ Animal Control (BFS):	YE:	3	2
♣ Anti-litter Regs:	YE:	72	47
♣ Development Regs:	YE:	8	4
♣ Garbage Regs:	YE:	37	88
♣ Mobile Vendor Regs:	YE:	20	9
♣ Noise and Nuisance Regs:	YE:	14	24
♣ Occupancy and Maintenance Regs:	YE:	12	11
♣ Snow Clearing Regs:	YE:	14	20
♣ Taxi Regulations:	YE:	8	4
♣ Off Road Vehicle Regs:	YE:	45	51
♣ Fires:	YE:	52	49
♣ Alarm Calls:	YE:	44	79
♣ Motor Vehicle Collisions:	YE:	67	52
♣ Accident Investigations Conducted:	YE:	7	9
♣ Damage to Property:	YE:	15	24
♣ Assistance to other Departments:	YE:	131	93
♣ Assistance to other Agencies:	YE:	16	20
♣ Municipal Police Escorts:	YE:	12	7
♣ Funeral Escorts:	YE:	41	23
♣ Traffic Control Duties:	YE:	156	82
♣ Executing Orders:	YE:	5	1

## 3. Community Engagement & Public Safety Initiatives:

- o Completed 36 police community relations events in 2025 (i.e. – flag raising ceremonies, parades, neighborhood meetings, special events, and school visits).
- o Completed 142 public assistance requests, including information requests, traffic control, animal control and transport, and other activities.

#### 4. **2025 Highlights and/or General Comments:**

2025 presented some operational challenges due to unanticipated vacancies that persisted for extended periods. Despite this, the Municipal Enforcement Department continued to provide uninterrupted municipal policing services to the community. While operational priorities required increased focus in certain areas, the overall level of service delivered to residents, internal departments, and external agencies was maintained. Looking ahead, with the anticipated filling of the remaining vacancies, traffic enforcement activity is expected to increase and overall productivity to strengthen further.

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

1. Partners or Other Stakeholders:
  - a. RCMP, Fisheries, Fire Dept., Wildlife, Forestry, Sheriff, Corrections/HMP, Probation/Parole, Highway Enforcement, Liquor Inspector.
2. Alignment with Strategic Directions:
  - a. Enforcement focus for the next quarter will be based on the nature of the calls for service.
3. Accessibility and Inclusion:
  - a. Preventative patrols will be directed based on call volume and other operational requirements.
4. Human Resource Implications:
  - a. Since June 2025 Municipal Enforcement has operated with only Chief Constable and one Constable. Expecting the second Constable to return to work in the 1<sup>st</sup> quarter of 2026 and to onboard one new hire (TBD).

5. Information Technology Implications:

- a. Municipal Enforcement is exploring the use of other technologies including AI technologies to further enhance operations.

**Conclusion/Next Steps:**

This report covers some of the Municipal Enforcement activities for 2025. Moving forward to 2026, and until the unit is fully staffed, Municipal Enforcement will continue to focus on calls for public service, emergency response to fires and motor vehicle collisions, provide assistance to other departments as requested, and Bylaw compliance.

**Key initiatives include:**

- Ongoing recruitment to fill the new Municipal Enforcement Officer (MEO) position.
- Enforcement focus for the next quarter will be based on the nature of the calls for service.
- Preventative patrols will be directed based on call volume and other operational requirements.
- Security checks at municipal properties will be conducted on a regular basis.
- Efforts will be made to improve upon traffic enforcement within the current limitations being experienced.

Prepared By:	Rus Thibault, Chief MEO
Approved By:	Darren Finn
Date Approved:	January 20, 2026



### **INFORMATION NOTE**

Title:	RCMP – Background Information Related to Policing Services in GF-W
Date Prepared:	February 9, 2026
Report to:	Council
Councillor:	Councillor Hollett
Role:	Lead
Department:	Protective Services - Municipal Enforcement and Fire Department

#### **Issue:**

To inform Council that background correspondence and statistical information related to RCMP services has been provided as supporting information. RCMP will meet with Council on February 10, 2026, at 5PM to discuss the policing service.

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

Council has been provided with a package of historical and recent correspondence, along with statistical reports, related to RCMP policing services that are based in Grand Falls-Windsor and allocated to the Exploits Region.

The materials outline longstanding advocacy by the Town of Grand Falls-Windsor and others in support of enhanced RCMP resources, responses received from the Province, historical discussions involving Ministers and RCMP representatives, and statistical information related to crime trends and workload within the local detachment area.

This information is provided to ensure Council is familiar with the historical context of RCMP service delivery, regional policing considerations, and the allocation of provincial resources to support policing in the Exploits Region.

The Town continues to support the assignment of additional RCMP officers to the Grand Falls-Windsor Detachment for the benefit of policing services across the Exploits Region.

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

1. Budget/Financial Implications: Policing resources and associated costs are the responsibility of the Government of Newfoundland and Labrador.
2. Partners or Other Stakeholders: Royal Canadian Mounted Police; Government of Newfoundland and Labrador; neighboring municipalities within the Exploits Region.
3. Alignment with Strategic Directions: Supports Council's ongoing focus on community safety and regional advocacy.

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

This Information Note is provided for Council's awareness and background purposes only.

Prepared By:	Darren Finn
Approved By:	Darren Finn
Date Approved:	February 9, 2026