



Regular Council Meeting - Minutes

Tuesday, August 25, 2026

Time: 6:30 PM

Location: Council Chambers

PRESENT: Mike Browne, Amy Coady, Bob Hiscock, Venus Hollett, and David Janes

LATE:

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

REGRETS: Shawn Feener and Rod Bennett

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1. CALL TO ORDER

2. Approval of Agenda

2.1 Adoption of Agenda

That the Agenda be adopted as presented.

RESOLUTION #CM26-R-08-086

Moved by: Bob Hiscock; seconded by: David Janes

Aye: Mike Browne, Amy Coady, Bob Hiscock, Venus Hollett, and David Janes

Absent: Shawn Feener and Rod Bennett

Carried 5-0

3. Proclamation, Presentations, or Announcements

4. Adoption of Minutes

4.1 Minutes of July 7, 2026.

That the Minutes of July 7, 2026 be adopted as presented.

RESOLUTION #CM26-R-08-087

Moved by: David Janes; seconded by: Bob Hiscock

Aye: Mike Browne, Amy Coady, Bob Hiscock, Venus Hollett, and David Janes

Absent: Shawn Feener and Rod Bennett

Carried 5-0

5. Business Arising Out of Minutes

6. Community Services – Economic Development

7. Community Services – Recreation and Events

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

- 8.1 Crushing and Stockpiling of Granular Materials – Town Pit, Paradise Lake Resource Road 8

[Decision Note](#)

That Council approve funding in the amount of \$360,000, excluding HST, from Town funds for the production and stockpiling of granular materials at the Town owned pit on Paradise Lake Resource Road to support future municipal operations and maintenance activities.

RESOLUTION #CM26-R-08-088

Moved by: David Janes; seconded by: Bob Hiscock

Aye: Mike Browne, Amy Coady, Bob Hiscock, Venus Hollett, and David Janes

Absent: Shawn Feener and Rod Bennett

Carried 5-0

9. Public Works & Development – Planning and Development

- 9.1 MPA No. 26, 2026 and DRA No. 34, 2026 – Riverview Road (South) Final Approval 12

[Decision Note](#)

Municipal Plan Amendment No. 26, 2026

That Council, under the authority of Section 23 of the Urban and Rural Planning Act, 2000, approves Municipal Plan Amendment No. 26, 2026 to the Town of Grand Falls-Windsor Integrated Community Sustainability Municipal Plan, 2022-2032, as adopted.

Development Regulations Amendment No. 34, 2026

That Council, under the authority of Section 23 of the Urban and Rural Planning Act, 2000, approves Development Regulations Amendment No. 34, 2026 to the Town of Grand Falls-Windsor Development Regulations, 2022-2032, as adopted.

RESOLUTION #CM26-R-08-089

Moved by: Bob Hiscock; seconded by: David Janes

Aye: Mike Browne, Amy Coady, Bob Hiscock, Venus Hollett, and David Janes

Absent: Shawn Feener and Rod Bennett

Carried 5-0

- 9.2 Discretionary Use – Residential Conversion – 9 Mill Road 15

[Decision Note](#)

That Council authorize staff to proceed with the required public notification process for the proposed discretionary residential use at 9 Mill Road, in accordance with the Town of Grand Falls-Windsor Development Regulations.

RESOLUTION #CM26-R-08-090

Moved by: Bob Hiscock; seconded by: Venus Hollett

Aye: Mike Browne, Amy Coady, Bob Hiscock, Venus Hollett, and David Janes

Absent: Shawn Feener and Rod Bennett

Carried 5-0

- 9.3 Discretionary Use Application – Short-Term Rental – 40 Monchy Road 18

[Decision Note](#) 

That Council approve the discretionary use application for a short-term rental at 40 Monchy Road, subject to compliance with the Town of Grand Falls-Windsor Development Regulations (2022–2032) and all other applicable municipal requirements.

RESOLUTION #CM26-R-08-091

Moved by: Bob Hiscock; seconded by: David Janes

Aye: Mike Browne, Amy Coady, Bob Hiscock, Venus Hollett, and David Janes

Absent: Shawn Feener and Rod Bennett

Carried 5-0

- 9.4 Discretionary Use Application – Short-Term Rental – 15 Rice’s Avenue 20

[Decision Note](#) 

That Council approve the discretionary use application for a short-term rental at 15 Rice’s Avenue, subject to the successful completion of all required inspections and compliance with the Town of Grand Falls-Windsor Development Regulations (2022–2032) and all other applicable municipal requirements.

RESOLUTION #CM26-R-08-092

Moved by: Bob Hiscock; seconded by: Venus Hollett

Aye: Mike Browne, Amy Coady, Bob Hiscock, Venus Hollett, and David Janes

Absent: Shawn Feener and Rod Bennett

Carried 5-0

- 9.5 Municipal Plan Amendment No. 24, 2025 / Development Regulation Amendment No. 31, 2025 - Red Cliff Road 22

[Decision Note](#) 

- Under the authority of Sections 16, 17, and 18 of the *Urban and Rural Planning Act, 2000*, the Town Council of Grand Falls-Windsor approves Amendment No. 24, 2025, to the Grand Falls-Windsor Integrated Community Sustainability Municipal Plan;
- Under the authority of Sections 16, 17, and 18 of the *Urban and Rural Planning Act, 2000*, the Town Council of Grand Falls-Windsor approves Amendment No. 31, 2025, to the Grand Falls-Windsor Development Regulations.

RESOLUTION #CM26-R-08-093

Moved by: Bob Hiscock; seconded by: Amy Coady

Aye: Mike Browne, Amy Coady, Bob Hiscock, Venus Hollett, and David Janes

Absent: Shawn Feener and Rod Bennett

Carried 5-0

- 9.6 Chow Place Multi-Unit Residential Subdivision 25

[Information Note](#) 

Council reviewed an Information Note regarding the new multi-unit housing development at Chow Place, on the west end of Main Street.

- 9.7 Discretionary Use Process – 86D Main Street 28

[Decision Note](#) 

That Council approve commencing the discretionary use notification process for the proposed conversion of 86D Main Street to two residential dwelling units.

RESOLUTION #CM26-R-08-094

Moved by: Bob Hiscock; seconded by: Amy Coady

Aye: Mike Browne, Amy Coady, Bob Hiscock, Venus Hollett, and David Janes

Absent: Shawn Feener and Rod Bennett

Carried 5-0

- 9.8 Proposed Conversion of 84 Memorial Avenue to Four Residential Apartments 30

[Decision Note](#) 

That Council approve proceeding with the discretionary use process for the proposed conversion of the former clinic at 84 Memorial Avenue into four two-bedroom residential apartments.

RESOLUTION #CM26-R-08-095

Moved by: Bob Hiscock; seconded by: Amy Coady

Aye: Mike Browne, Amy Coady, Bob Hiscock, Venus Hollett, and David Janes

Absent: Shawn Feener and Rod Bennett

Carried 5-0

10. Corporate Services – Finance, Administration and Policy

- 10.1 Snow Clearing Regulations Update 33

[Decision Note](#) 

That Council approve the recommended changes to the Town of Grand Falls-Windsor Snow Clearing Regulations to reflect language of the Towns and Local Service Districts Act, and to clarify wording for better understanding and certainty.

RESOLUTION #CM26-R-08-096

Moved by: Amy Coady; seconded by: Bob Hiscock

Aye: Mike Browne, Amy Coady, Bob Hiscock, Venus Hollett, and David Janes

Absent: Shawn Feener and Rod Bennett

Carried 5-0

- 10.2 Hydro Vac Dumping Pad 35

[Decision Note](#)

That Council approves applying for \$121,870.10 HST included to construct a concrete hydrovac truck dumping pad under the Building Community Strong Fund.

RESOLUTION #CM26-R-08-097

Moved by: Amy Coady; seconded by: David Janes

Aye: Mike Browne, Amy Coady, Bob Hiscock, Venus Hollett, and David Janes

Absent: Shawn Feener and Rod Bennett

Carried 5-0

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| 10.3 | Taxation Receivable Analysis July 2026 | 37 |
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[Information Note](#)

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

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| 10.4 | Labour Report (Week 26 - period ending June 27, 2026) | 38 |
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[Information Note](#)

Council reviewed an Information Note summarizing labour costs for Public Works, Parks, Firehall and Exploits Regional Water Supply Committee up to Week 26 of 2026 (up to June 27, 2026).

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| 10.5 | Award of Sand/Salt Shed Upgrades Tender | 40 |
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[Decision Note](#)

RESOLUTION #CM26-R-08-098

That Council award the tender for the Sand/Salt Shed Upgrades to Bluebird Investments Ltd in the amount of \$129,690 plus HST. This amounts to \$135,248.51 net of the HST rebate, which is \$14,751.49 under the proposed budget of \$150,000.

Moved by: Amy Coady; seconded by: Bob Hiscock

Aye: Mike Browne, Amy Coady, Bob Hiscock, Venus Hollett, and David Janes

Absent: Shawn Feener and Rod Bennett

Carried 5-0

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| 10.6 | Animal Control Regulations - Additional Language | 42 |
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[Decision Note](#)

That Council approve the inclusion of the proposed Feeding Wildlife provisions in the Town's Animal Control Regulations.

RESOLUTION #CM26-R-08-099

Moved by: Amy Coady; seconded by: David Janes

Aye: Mike Browne, Bob Hiscock, Venus Hollett, and David Janes

Nay: Amy Coady

Absent: Shawn Feener and Rod Bennett

Carried 4-1

11. Protective Services – Municipal Enforcement and Fire Department

- 11.1 Hosting of 2027 Fire and Emergency Services Training School and Fire Training Grounds Improvements 44

[Decision Note](#)

That Council approve, in principle, the Town of Grand Falls-Windsor hosting the 2027 Fire and Emergency Services Training School from May 29 to June 4, 2027, subject to final confirmation by Provincial Fire Services of the availability of required accommodations and classroom space; and further, that Council support staff proceeding with the planning and priority improvements to the Fire Training Grounds, including work that can be accommodated within existing Town operations and budgets and the unbudgeted improvements identified in this Decision Note, recognizing that the scopes and estimated costs are preliminary and subject to change as the work is further defined and undertaken, with the possibility for some expenditures to be considered through the Town's 2027 budget process.

RESOLUTION #CM26-R-08-100

Moved by: Venus Hollett; seconded by: David Janes

Aye: Mike Browne, Amy Coady, Bob Hiscock, Venus Hollett, and David Janes

Absent: Shawn Feener and Rod Bennett

Carried 5-0

12. Council Advisory Committees

13. External Committee

14. Other Business

- Community Events
- Recognitions/Congratulations/Acknowledgements
- Back to School - Motorist Caution
- Condolences

15. ADJOURNMENT

There being no other Business the meeting adjourned at 8:17 PM

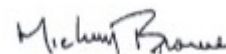
RESOLUTION #CM26-R-08-101

Moved by: Bob Hiscock; seconded by: Amy Coady

Aye: Mike Browne, Amy Coady, Bob Hiscock, Venus Hollett, and David Janes

Absent: Shawn Feener and Rod Bennett

Carried 5-0



Mayor / Deputy Mayor



CAO

www.youtube.com/watch?v=hJUuKKO_tsU



DECISION/DIRECTION NOTE

Title:	Crushing and Stockpiling of Granular Materials – Town Pit, Paradise Lake Resource Road
Date Prepared:	June 22, 2026
Report to:	Council
Councillor:	Councillor Feener
Role:	Lead
Department:	Public Works and Development - Public Works, Buildings, and Facilities

Decision:/Direction Required:

Council approval is required to allocate funding for the crushing, screening, testing, and stockpiling of granular materials at the Town owned pit located on Paradise Lake Resource Road.

Proposed Resolution for Council:

That Council approve funding in the amount of \$360,000, excluding HST, from Town funds for the production and stockpiling of granular materials at the Town owned pit on Paradise Lake Resource Road to support future municipal operations and maintenance activities.

Discussion – Background and Current Status:

The Town uses granular materials throughout the year for roadway maintenance, winter operations, water and sewer repairs, gravel road maintenance, shoulder repairs, drainage work, emergency repairs, and other Public Works activities. These materials are currently purchased from external suppliers as operational needs arise.

The Town owns a pit on Paradise Lake Resource Road containing aggregate material suitable for processing. Administration has identified an opportunity to have this material crushed, screened, tested, and stockpiled through a competitive tender, creating a Town controlled inventory for future use.

The proposed program includes approximately 4,800 m³ of Granular Class A, 3,400 m³ of Granular Class B, 4,000 m³ of Winter Sand, and 1,800 m³ of Maintenance Grade 3, for a total inventory of approximately 14,000 m³. Using planning densities of 2.1 t/m³ for Class A, 2.2 t/m³ for Class B, 1.6 t/m³ for sand, and 2.2 t/m³ for Maintenance Grade 3, the proposed inventory represents approximately 27,920 tonnes of material. The preliminary estimated cost is approximately \$360,000, excluding HST, with final pricing to be established through the public tender process.

2025 Material Purchases and Cost Analysis:

A review of relevant 2025 purchases found that the Town bought 1,942.20 tonnes of sand, stone, and regular Class A from external suppliers at a total cost of \$42,085.51. Red Class A has been excluded from the analysis because it is obtained from a different aggregate source and cannot be produced from the Town pit. Sand represented the largest replaceable requirement and cost, accounting for 1,664.93 tonnes, or approximately 86% of the relevant purchased tonnage, and \$34,624.60, or approximately 82% of the relevant expenditure.

Material	Quantity (t)	Average Price (\$/t)	Total Cost	Share of Total Cost
Sand	1,664.93	\$20.80	\$34,624.60	82.3%
Stone	171.66	\$30.54	\$5,243.10	12.5%
Class A	105.61	\$21.00	\$2,217.81	5.2%
Total	1,942.20	-	\$42,085.51	100.0%

The proposed 4,000 m³ winter sand stockpile is estimated at \$80,000, or \$20 per m³. Using a density of 1.6 t/m³, the stockpile represents approximately 6,400 tonnes. At the 2025 average purchased price of \$20.80 per tonne, an equivalent quantity would have cost approximately \$133,120. This indicates potential gross cost avoidance of approximately \$53,120 on winter sand alone, before considering future price escalation or the operational value of having the material immediately available.

Based on the Town's 2025 sand consumption of 1,664.93 tonnes, the proposed stockpile represents approximately 3.8 years of supply. The estimated production cost is \$12.50 per tonne, compared with the 2025 purchased average of \$20.80 per tonne - an indicative reduction of approximately 40%.

The specified densities also provide estimated production unit costs of \$14.29 per tonne for Class A, \$11.36 per tonne for Class B, and \$11.36 per tonne for Maintenance Grade 3, based on the preliminary tender allowances. The 2025 regular Class A records

indicate potential additional savings, although the purchased volume was limited. No reliable 2025 comparison is available for Class B or Maintenance Grade 3.

These figures are planning estimates. Actual yield, moisture content, gradation, testing results, stockpile losses, and tender pricing will determine the final unit cost and usable quantities. The comparison nevertheless demonstrates that sand, which is the Town's largest recurring granular purchase, provides a strong basis for proceeding with the tender.

Operational and Service Benefits:

- The Town would have immediate access to approved materials for routine work, emergency repairs, and winter operations without waiting for supplier availability or arranging individual purchases.
- Up-front production would convert Town-owned aggregate into a usable inventory that can support operations over several years.
- Materials could be drawn from stock as work is identified, allowing smaller maintenance items and additional in-house work to proceed without a separate material purchase each time, subject to approved labour, equipment, and operating budgets.
- Reduced dependence on external suppliers would improve schedule control and limit exposure to delivery delays, material shortages, and future price increases.
- The availability of Class A, Class B, Maintenance Grade 3, and winter sand would improve the Town's ability to respond to unplanned work and potentially expand the amount of maintenance completed by Town forces.

Key Considerations/Implications:

1. Budget/Financial Implications:

Funding up to \$360,000, excluding HST, is requested from Town funds. The expenditure would establish an inventory of approximately 14,000 m³ of granular materials for use over multiple years. Materials used in future operations would not require a new external material purchase at the time of use, reducing pressure on future operating budgets and improving cost certainty.

The relevant 2025 purchase history confirms external expenditures of approximately \$42,100 for materials that could potentially be replaced by products from the Town pit. Sand alone accounted for approximately \$34,600, and the analysis indicates potential gross cost avoidance of approximately \$53,120 over the proposed sand quantity. The specified densities also indicate favourable production costs for the remaining products; however, savings for those materials

cannot be stated with the same confidence from the available 2025 data because the purchased products and tender specifications are not directly comparable.

2. Alignment with Strategic Directions:

The proposed work supports responsible asset management, operational readiness, cost control, and the efficient use of Town owned resources.

3. Procurement Implications:

The work will be publicly tendered. The tender will include applicable bonding, insurance, COR certification, WorkplaceNL compliance, occupational health and safety requirements, material specifications, testing requirements, and stockpile construction requirements.

4. Other Implications:

Granular Class A, Granular Class B, and Maintenance Grade 3 will be produced in accordance with Section 02233 of the Municipal Water, Sewer and Roads Master Construction Specifications. Winter Sand will be produced in accordance with the applicable Department of Transportation and Infrastructure specification. Stockpile locations and separation will be managed to prevent contamination and preserve material quality.

Recommendation:

Administration recommends that Council approve funding up to \$360,000, excluding HST, and authorize a public tender for the production and stockpiling of granular materials at the Town owned pit on Paradise Lake Resource Road. The 2025 purchasing data demonstrates recurring demand, with sand representing the largest cost and clearest opportunity for savings. Establishing the stockpiles will provide improved value from the Town owned aggregate resource, reduce dependence on external suppliers, strengthen operational readiness, and support additional in-house maintenance work as needs arise.

Prepared By:	
Approved By:	Nelson Chatman, P. ENG
Date Approved:	August 5, 2026



DECISION/DIRECTION NOTE

Title:	MPA No. 26, 2026 and DRA No. 34, 2026 – Riverview Road (South) Final Approval
Date Prepared:	July 23, 2026
Report to:	Council
Councillor:	Councillor Hiscock
Role:	Lead
Department:	Public Works and Development - Planning and Development

Decision:/Direction Required:

Council approval of Municipal Plan Amendment No. 26, 2026 and Development Regulations Amendment No. 34, 2026, as adopted, following completion of the required public consultation process.

Proposed Resolution for Council:

Municipal Plan Amendment No. 26, 2026

That Council, under the authority of Section 23 of the Urban and Rural Planning Act, 2000, approves Municipal Plan Amendment No. 26, 2026 to the Town of Grand Falls-Windsor Integrated Community Sustainability Municipal Plan, 2022-2032, as adopted.

Development Regulations Amendment No. 34, 2026

That Council, under the authority of Section 23 of the Urban and Rural Planning Act, 2000, approves Development Regulations Amendment No. 34, 2026 to the Town of Grand Falls-Windsor Development Regulations, 2022-2032, as adopted.

Discussion – Background and Current Status:

Municipal Plan Amendment No. 26, 2026 and Development Regulations Amendment No. 34, 2026 relate to approximately 0.2 hectares of land on Riverview Road South. The amendments are intended to make the land available for residential development and support the Town's objective of increasing housing opportunities within the community.

In general terms, Municipal Plan Amendment No. 26, 2026 re-designates the subject land from Natural Open Space to Urban Residential on the Future Land Use Map of the Municipal Plan. Development Regulations Amendment No. 34, 2026 rezones the same lands from Conservation to Residential RS-2 Single Unit Small Lot Residential Zone on the Land Use Zoning Map. The amendment documents indicate that the site has access to municipal water and sewer services and could accommodate approximately three small-lot single detached dwellings.

The amendments were submitted for Provincial Review under Section 15 of the Urban and Rural Planning Act, 2000. The Department of Municipal and Community Affairs subsequently released the amendments from Provincial Review and advised that Council could proceed with adoption in accordance with Section 16 of the Act.

Following adoption, Council scheduled a Public Hearing for July 21, 2026, to consider any objections or representations regarding the amendments.

No objections or representations were received within the prescribed period. In accordance with Sections 20 and 21(1) of the Urban and Rural Planning Act, 2000, the Public Hearing was therefore cancelled.

With the public consultation process now complete, Council may proceed under Section 23 of the Act to approve both amendments as adopted. The amendments can then proceed through the remaining statutory process for registration.

Key Considerations/Implications:

1. Alignment with Strategic Directions:

The amendments support the Town's objective of making additional serviced land available for residential development and increasing housing opportunities within the community.

2. Legal or Policy Implications:

The amendments have completed the required provincial review and public consultation processes under the Urban and Rural Planning Act, 2000. No objections or representations were received, and the scheduled Public Hearing was cancelled in accordance with Section 21(1) of the Act.

3. Engagement and Communications Considerations:

Public notice of the amendments and scheduled Public Hearing was provided. No submissions were received within the required timeframe.

Recommendation:

It is recommended that Council approve Municipal Plan Amendment No. 26, 2026 and Development Regulations Amendment No. 34, 2026, as adopted, and proceed with the remaining statutory requirements for registration.

Prepared By:	
Approved By:	Nelson Chatman, P. ENG
Date Approved:	July 23, 2026



DECISION/DIRECTION NOTE

Title:	Discretionary Use – Residential Conversion – 9 Mill Road
Date Prepared:	July 29, 2026
Report to:	Council
Councillor:	Councillor Hiscock
Role:	Lead
Department:	Public Works and Development - Planning and Development

Decision:/Direction Required:

Council direction is required to proceed with the required public notification process for a discretionary use application to convert the existing building at 9 Mill Road from commercial use back to residential use.

Proposed Resolution for Council:

That Council authorize staff to proceed with the required public notification process for the proposed discretionary residential use at 9 Mill Road, in accordance with the Town of Grand Falls-Windsor Development Regulations.

Discussion – Background and Current Status:

The Town has received an application from Related Holdings Ltd. requesting approval to convert the existing building at 9 Mill Road from commercial use to residential use.

The property is located within the Commercial Downtown Zone. Council has previously approved an amendment to the Town's Development Regulations that permits the conversion of existing commercial buildings to residential use as a discretionary use within the applicable zone. As a result, a rezoning or further amendment is not required for this proposal. The application can instead proceed through the discretionary use process, including the required public notification prior to Council making a final decision.

The circumstances of 9 Mill Road are somewhat different from other recent commercial to residential conversion applications. The building was originally constructed and used as a residence and was subsequently converted to commercial use. In more recent years, it operated as Sienna Spa/Common Ground Mill House. Despite its commercial use, the building has retained the appearance and general form of a residential dwelling.

The applicant is proposing to return the building to residential use in two phases. Phase One would restore the original residential portion of the building, including reinstating an interior wall that previously separated the original dwelling from the commercial portion. Phase Two, subject to future approvals, would convert the remaining portion into a separate two-bedroom apartment. The completed development is proposed to contain one three-bedroom dwelling and one two-bedroom apartment, both intended for long-term residential occupancy. No expansion of the existing building footprint is proposed.

The property is already serviced by municipal water and sewer, electrical service, and existing roadway access. The applicant has indicated that no new municipal infrastructure is required.

There are also existing residential properties in the surrounding area. Given the building's original residential use, its continued residential character and the presence of other residential uses nearby, staff consider the proposed conversion to be an appropriate use of the property.

In general terms, the purpose of the discretionary use process is to provide Public Notice and an opportunity for potentially affected persons to comment before Council makes a final determination on the application. Authorization to proceed with notification does not constitute final approval of the development. Any submissions received through the notification process will be brought back to Council for consideration before a final decision is made.

Key Considerations/Implications:

1. Alignment with Strategic Directions:

The proposal supports the Town's efforts to increase housing opportunities and make efficient use of existing developed and serviced properties. The conversion would also increase residential occupancy within the downtown area.

2. Alignment with Adopted Plans:

The proposal is consistent with the recently approved amendment to the Town's planning documents that permits the conversion of existing commercial buildings to

residential use as a discretionary use within the applicable zone. Site-specific rezoning is therefore not required.

3. Legal or Policy Implications:

The proposed residential conversion is a discretionary use and must proceed through the public notification process prescribed by the Town's Development Regulations. Authorization to proceed with notification does not constitute final approval of the application.

4. Engagement and Communications Considerations:

The required discretionary use notice will be completed in accordance with the Town's Development Regulations. Any submissions received will be presented to Council before a final decision is made.

5. Other Implications:

The building was originally constructed and used as a residence before later converted to commercial use. It continues to have the appearance and character of a residential dwelling, and other residential uses exist nearby. No expansion of the building's footprint is proposed, and the property is already serviced by existing municipal infrastructure.

Recommendation:

Staff recommend that Council authorize the discretionary use notification process for the proposed conversion of 9 Mill Road to residential use.

Following completion of the public notification process, the application and any submissions received will be returned to Council for consideration and a final decision.

Prepared By:	
Approved By:	Nelson Chatman, P. ENG
Date Approved:	July 29, 2026



DECISION/DIRECTION NOTE

Title:	Discretionary Use Application – Short-Term Rental – 40 Monchy Road
Date Prepared:	August 7, 2026
Report to:	Council
Councillor:	Councillor Hiscock
Role:	Lead
Department:	Public Works and Development - Planning and Development

Decision:/Direction Required:

Council is requested to consider a discretionary use application to operate a short-term rental as a home-based business at 40 Monchy Road.

Proposed Resolution for Council:

That Council approve the discretionary use application for a short-term rental at 40 Monchy Road, subject to compliance with the Town of Grand Falls-Windsor Development Regulations (2022–2032) and all other applicable municipal requirements.

Discussion – Background and Current Status:

The Town received an application to operate a short-term rental as a home-based business at 40 Monchy Road. This use is classified as a discretionary use under the Town of Grand Falls-Windsor Development Regulations (2022–2032) and therefore requires Council's consideration.

In accordance with the public notification requirements, written notice was mailed to the abutting and adjacent property owners. The deadline for comments, objections or representations was August 6, 2026. No submissions were received during the consultation period.

All required inspections of the property have been completed, and no concerns were identified that would prevent the proposed use from proceeding.

Key Considerations/Implications:

1. Legal or Policy Implications:

The proposed short-term rental is a discretionary use under the Town's Development Regulations. The required public notification process has been completed, and Council may approve the application subject to applicable requirements and conditions.

2. Engagement and Communications Considerations:

Notices were mailed to the abutting and adjacent property owners. No comments, objections or representations were received by the submission deadline.

3. Other Implications:

All required inspections have been completed, and the property was found satisfactory for the proposed use.

Recommendation:

It is recommended that Council approve the discretionary use application for a short-term rental at 40 Monchy Road, subject to continued compliance with the Town's Development Regulations and all other applicable municipal requirements.

Prepared By:	
Approved By:	Nelson Chatman, P. ENG
Date Approved:	August 7, 2026



DECISION/DIRECTION NOTE

Title:	Discretionary Use Application – Short-Term Rental – 15 Rice’s Avenue
Date Prepared:	August 7, 2026
Report to:	Council
Councillor:	Councillor Hiscock
Role:	Lead
Department:	Public Works and Development - Planning and Development

Decision:/Direction Required:

Council is requested to consider a discretionary use application to operate a short-term rental as a home-based business at 15 Rice’s Avenue.

Proposed Resolution for Council:

That Council approve the discretionary use application for a short-term rental at 15 Rice’s Avenue, subject to the successful completion of all required inspections and compliance with the Town of Grand Falls-Windsor Development Regulations (2022–2032) and all other applicable municipal requirements.

Discussion – Background and Current Status:

The Town received an application to operate a short-term rental as a home-based business at 15 Rice’s Avenue. This use is classified as a discretionary use under the Town of Grand Falls-Windsor Development Regulations (2022–2032) and therefore requires Council’s consideration.

In accordance with the public notification requirements, written notice was mailed to the abutting and adjacent property owners. The deadline for comments, objections, or representations was August 5, 2026. No submissions were received during the consultation period.

The inspections required for the proposed use have not yet been completed. Accordingly, any approval should be conditional upon the property successfully passing all required inspections and satisfying the applicable requirements of the Town's Development Regulations.

Key Considerations/Implications:

1. Legal or Policy Implications:

The proposed short-term rental is a discretionary use under the Town's Development Regulations. Council may approve the application subject to conditions, including the successful completion of all required inspections and compliance with applicable municipal requirements.

2. Engagement and Communications Considerations:

Notices were mailed to the abutting and adjacent property owners. No comments, objections, or representations were received by the August 5, 2026 submission deadline.

3. Other Implications:

The required property inspections remain outstanding. The short-term rental cannot commence operation until the inspections have been completed, and the property has been confirmed to comply with all applicable requirements.

Recommendation:

It is recommended that Council approve the discretionary use application for a short-term rental at 15 Rice's Avenue, conditional upon the successful completion of all required inspections and compliance with the Town's Development Regulations and all other applicable municipal requirements.

Prepared By:	
Approved By:	Nelson Chatman, P. ENG
Date Approved:	August 7, 2026



DECISION/DIRECTION NOTE

Title:	Municipal Plan Amendment No. 24, 2025 / Development Regulation Amendment No. 31, 2025 - Red Cliff Road
Date Prepared:	August 11, 2026
Report to:	Council
Councillor:	Councillor Hiscock
Role:	Lead
Department:	Public Works and Development - Planning and Development

Decision:/Direction Required:

Council is requested to approve Municipal Plan Amendment No. 24, 2025, and Development Regulations Amendment No. 31, 2025, as adopted, following cancellation of the scheduled Public Hearing because no objections or representations were received.

Proposed Resolution for Council:

- Under the authority of Sections 16, 17, and 18 of the Urban and Rural Planning Act, 2000, the Town Council of Grand Falls-Windsor approves Amendment No. 24, 2025, to the Grand Falls-Windsor Integrated Community Sustainability Municipal Plan;
- Under the authority of Sections 16, 17, and 18 of the Urban and Rural Planning Act, 2000, the Town Council of Grand Falls-Windsor approves Amendment No. 31, 2025, to the Grand Falls-Windsor Development Regulations.

Discussion – Background and Current Status:

In general terms, the amendments apply to land north of the Trans-Canada Highway, between Red Cliff Road and the Newfoundland T'Railway corridor. The amendments are intended to enable rural residential development by redesignating portions of the property from Rural and Natural Open Space to Rural Residential in the Integrated

Community Sustainability Municipal Plan and rezoning portions from Rural and Conservation to Rural Residential in the Development Regulations.

The Department of Municipal and Community Affairs released the amendments from Provincial Review on June 26, 2026. Council adopted the amendments on July 7, 2026, and notice was subsequently provided in accordance with the Urban and Rural Planning Act, 2000. A Public Hearing was scheduled for August 12, 2026; however, no objections or representations were received by the submission deadline and the Hearing was cancelled.

The statutory process may now proceed to Council approval of the amendments as adopted. Following approval, the amendments and supporting documentation are to be forwarded to the Province for registration.

Key Considerations/Implications:

1. Partners or Other Stakeholders:

Provincial Review identified interests involving agricultural lands, Crown Lands title, Provincial road rights-of-way, the Newfoundland T'Railway Provincial Park, water resources and wildlife habitat. These matters do not prevent approval of the amendments but must be addressed, where applicable, through subsequent land acquisition, access, permitting and development approval processes.

2. Legal or Policy Implications:

Approval is the next statutory step under the Urban and Rural Planning Act, 2000, after adoption, Public Notice and cancellation of the Public Hearing due to no objections or representations. Once approved, the amendments must be submitted to the Province for registration before they come into legal effect.

3. Engagement and Communications Considerations:

Notice of the adopted amendments and the scheduled Public Hearing was posted at Town facilities and published through the Town's website and social media. No objections or representations were received within the prescribed period; therefore, the Hearing was cancelled.

Recommendation:

That Council approve Municipal Plan Amendment No. 24, 2025, and Development Regulations Amendment No. 31, 2025, as adopted, using the resolutions set out above, and authorize submission of the amendments to the Province for registration.

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

Date Approved:	August 11, 2026
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INFORMATION NOTE

Title:	Chow Place Multi-Unit Residential Subdivision
Date Prepared:	August 13, 2026
Report to:	Council
Councillor:	Councillor Hiscock
Role:	Lead
Department:	Public Works and Development - Planning and Development

Issue:

Development has commenced on a new multi-unit residential subdivision known as Chow Place, located on the west side of Main Street, directly across from Turpin Place.

Discussion – Background and Current Status:

Council reviewed an Information Note regarding the new multi-unit housing development at Chow Place, on the west end of Main Street.

The proposed subdivision consists of a new cul-de-sac containing eight quadplex buildings and four duplex buildings, for a total of 12 residential buildings.

Each primary dwelling unit will also contain a ground level apartment. As a result, each quadplex will contain eight residential units and each duplex will contain four residential units. The proposed development will provide:

- Eight quadplexes at eight units each: 64 units
- Four duplexes at four units each: 16 units
- Total proposed residential units: 80 units

Funding provided to the Town through the Federal Housing Accelerator Fund (HAF) has played an important role in advancing the development. HAF funding assisted with the land acquisition from the Crown and with engineering design of the proposed street.

The developer is also expected to avail of the Town's Housing Incentive Program (HIP) and Development Incentive Program (DIP). These programs will offset a portion of the development costs and support the construction of the proposed housing units and associated municipal infrastructure.

Construction of the subdivision infrastructure has commenced. The developer intends to begin construction of the residential buildings by September 2026 and is targeting completion of the subdivision infrastructure by the end of October 2026.

Weather permitting, the developer would also like to have the foundations for all 12 buildings completed before the end of 2026.

Building permit applications and preliminary building plans have been submitted. All building permits will remain subject to the Town's normal review and approval process and compliance with the applicable Subdivision Agreement, Development Regulations, National Building Code requirements and other applicable standards.

Key Considerations/Implications:

1. Budget/Financial Implications:

HAF funding assisted with the land acquisition and engineering design of the proposed street. The developer is also expected to receive financial assistance through the Town's HIP and DIP programs. These initiatives will offset a portion of the eligible development costs and have contributed to the viability and advancement of the project.

The development will expand the Town's residential assessment base and generate additional property tax and water and sewer revenues as the units are completed and occupied.

2. Partners or Other Stakeholders:

The Government of Canada is a funding partner through the Housing Accelerator Fund. The developer, its engineering consultant and contractors are responsible for completing the subdivision infrastructure and residential construction in accordance with the approved plans and Subdivision Agreement. Utility providers and applicable provincial regulatory authorities may also be involved.

3. Alignment with Strategic Directions:

The development supports increased housing availability, higher-density residential development and more efficient use of serviced land within the Town. The project also demonstrates the direct role that the Town's HAF initiatives and

housing and development incentive programs can play in enabling new residential construction.

4. Alignment with Adopted Plans:

The proposed development is subject to compliance with the Town's Integrated Community Sustainability Municipal Plan, Development Regulations and approved subdivision requirements.

5. Legal or Policy Implications:

All infrastructure and building construction must comply with the Subdivision Agreement, approved engineering drawings, Town standards, Development Regulations and applicable building and fire safety requirements.

Financial assistance through the HIP and DIP Programs will be subject to the applicable program criteria, approvals and terms. Occupancy will not be permitted until the required inspections, approvals and servicing requirements have been completed.

Conclusion/Next Steps:

Construction of the Chow Place Subdivision is underway, with the developer targeting completion of the subdivision infrastructure by the end of October 2026. Construction of the first residential building is anticipated to commence in September, with the developer aiming to complete foundations for all 12 proposed buildings before year-end, weather permitting.

HAF funding and the Town's HIP and DIP Programs have played an important role in supporting the project and offsetting costs associated with bringing the proposed 80 residential units forward.

Town staff will continue to review the submitted plans, inspect the infrastructure and building construction, administer the applicable incentive programs, and ensure the development proceeds in accordance with the Subdivision Agreement and applicable Town requirements.

Prepared By:	
Approved By:	Nelson Chatman, P. ENG
Date Approved:	August 13, 2026



DECISION/DIRECTION NOTE

Title:	Discretionary Use Process – 86D Main Street
Date Prepared:	August 13, 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 it is in favour of the proposed conversion of 86D Main Street to two residential dwelling units and proceeding with the discretionary use notification process.

Proposed Resolution for Council:

That Council approve commencing the discretionary use notification process for the proposed conversion of 86D Main Street to two residential dwelling units.

Discussion – Background and Current Status:

An application has been received to convert the existing building at 86D Main Street, formerly used as the Salvation Army Resource Centre, into two residential dwelling units. The preliminary layout submitted with the application shows two one-bedroom, wheelchair accessible units. Each unit would have a separate entrance, living room, kitchen and dining area, bedroom, and accessible bathroom.

Recent amendments to the Town's Development Regulations allow the conversion of an existing commercial building to residential use as a discretionary use. Therefore, the proposal must complete the prescribed discretionary use notification process before Council considers whether to approve the proposed use.

At this stage, Council is not being asked to approve the conversion of the building. The requested direction is limited to initiating the public notification process. Any submissions received will be presented to Council before a final decision is made on the discretionary use application.

Key Considerations/Implications:

1. Alignment with Strategic Directions:

The proposal is consistent with the intent of the recent amendments to the Development Regulations, which provide a process for Council to consider the conversion of existing commercial buildings to residential use on a discretionary basis.

2. Accessibility and Inclusion:

The preliminary layout identifies both proposed units as wheelchair accessible. Detailed compliance with applicable accessibility, building, and life-safety requirements will be confirmed through the building permit and inspection process.

3. Legal or Policy Implications:

The application must be processed in accordance with the discretionary use provisions of the Town's Development Regulations. This includes issuing the required Public Notice and providing Council with an opportunity to consider any submissions received before making a final decision.

4. Engagement and Communications Considerations:

If Council supports proceeding, Public Notice will be issued in accordance with the Development Regulations. Any submissions received will be summarized and presented to Council as part of a subsequent Decision Note.

Recommendation:

Staff recommend that Council approve commencing the discretionary use notification process for the proposed conversion of 86D Main Street to two residential dwelling units.

Prepared By:	
Approved By:	Nelson Chatman, P. ENG
Date Approved:	August 13, 2026



DECISION/DIRECTION NOTE

Title:	Proposed Conversion of 84 Memorial Avenue to Four Residential Apartments
Date Prepared:	August 17, 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 it is in favour of the proposed conversion of the former clinic at 84 Memorial Avenue into four two-bedroom residential apartments and, if so, to proceed with the required discretionary-use process.

Proposed Resolution for Council:

That Council approve proceeding with the discretionary use process for the proposed conversion of the former clinic at 84 Memorial Avenue into four two-bedroom residential apartments.

Discussion – Background and Current Status:

The Town has received a preliminary proposal to convert the former clinic located at 84 Memorial Avenue into four two-bedroom residential apartments. The property is located within the Commercial Neighbourhood Zone.

Recent amendments approved by Council permit residential apartments within this zone as a discretionary use. Accordingly, the proposal is subject to the discretionary use process, including the required public notification and consideration of any submissions received.

A preliminary floor plan has been provided showing four self-contained residential units, each containing two bedrooms, a kitchen and dining area, living room, bathroom and laundry facilities. The applicant has advised that the estimated cost of the proposed

conversion is approximately \$400,000. Final drawings and supporting information would be submitted to the Department of Public Works & Development if Council supports proceeding with the proposal.

Council's direction at this stage would not constitute final approval of the development. If Council is in favour of the proposed use, staff will complete the discretionary use process and bring the matter back to Council, together with any public submissions and staff comments, for a final decision.

Key Considerations/Implications:

1. Alignment with Strategic Directions:
The proposal supports the Town's efforts to increase housing availability and encourage the productive reuse of existing buildings.
2. Alignment with Adopted Plans:
The proposal is consistent with the recent amendments approved by Council, which permit residential apartments within the Commercial Neighbourhood Zone as a discretionary use.
3. Legal or Policy Implications:
The proposal must proceed through the discretionary use process established in the Town's Development Regulations. Final approval will be subject to Council's consideration of any submissions received and compliance with all applicable Municipal and Provincial requirements.
4. Procurement Implications:
Public notification will be completed in accordance with the requirements for a discretionary use. Any submissions received will be presented to Council before a final decision is made.
5. Other Implications:
Final approval will be subject to the submission and review of detailed plans and compliance with all applicable building, fire and life-safety, servicing, parking, accessibility, permitting and inspection requirements.

Recommendation:

It is recommended that Council support proceeding with the discretionary use process for the proposed conversion of 84 Memorial Avenue into four two-bedroom residential apartments. The proposal represents an appropriate reuse of an existing building and would provide additional residential units that are needed within the community.

Prepared By:	
Approved By:	Nelson Chatman, P. ENG
Date Approved:	August 17, 2026



DECISION/DIRECTION NOTE

Title:	Snow Clearing Regulations Update
Date Prepared:	July 16, 2026
Report to:	Council
Councillor:	Councillor Coady
Role:	Lead
Department:	Corporate Services - Finance, Administration and Policy

Decision:/Direction Required:

Changes were made to the Snow Clearing Regulations to ensure the language aligns with the Towns and Local Service Districts Act and to improve certainty, clarity and readability.

Proposed Resolution for Council:

That Council approve the recommended changes to the Town of Grand Falls-Windsor Snow Clearing Regulations to reflect language of the Towns and Local Service Districts Act.

Discussion – Background and Current Status:

The proposed amendments also strengthens certainty in the Town's ability to address situations where snow or ice is deposited or left on roadways, sidewalks, or near fire hydrants, creating potential safety hazards, obstructing traffic, impeding emergency access, or interfering with Municipal snow-clearing operations.

It also strengthens authority when it comes to snow dumping on Town property, which creates additional workload for Public Works, reduces parking availability, and can introduce safety, drainage, and accessibility concerns.

Recommendation:

That Council approve the changes to the Snow Clearing Regulations as presented.

Prepared By:	Kara Samuelson
Approved By:	Darren Finn
Date Approved:	July 16, 2026



DECISION/DIRECTION NOTE

Title:	Hydro Vac Dumping Pad
Date Prepared:	August 4 th , 2026
Report to:	Council
Councillor:	Councillor Coady
Role:	Lead
Department:	Corporate Services - Finance, Administration and Policy

Decision:/Direction Required:

To approve the Town submitting a Building Community Strong Fund (BCSF) application for the construction of a new hydrovac dumping pad adjacent to the existing wastewater treatment facility.

Proposed Resolution for Council:

That Council approves applying for \$121,870.10 HST included to construct a concrete hydrovac truck dumping pad under the Building Community Strong Fund.

Discussion – Background and Current Status:

The Town currently does not have a dedicated location for the proper disposal of hydrovac material. The proposed project would establish a controlled receiving station at the Wastewater Treatment Plant, where material can be screened and larger debris removed before the liquid portion is introduced into the treatment process. This would provide a suitable local disposal option, improve operational efficiency and help protect the wastewater collection and treatment systems.

Key Considerations/Implications:

1. Budget/Financial Implications:

- a. The project is estimated to cost approximately \$100,000 and is proposed to be funded through the Town's available Building Communities Strong Fund allocation.
- 2. Alignment with Strategic Directions:
 - a. The project supports the appropriate management of hydrovac material by establishing a dedicated local receiving station and helping protect the Town's wastewater collection and treatment infrastructure.
- 3. Human Resource Implications:
 - a. The project was designed internally and Town staff will oversee supervision of the construction work.
- 4. Procurement Implications:
 - a. The work will be procured through a public tender process in accordance with the Town's procurement requirements.

Recommendation:

That Council supports applying for the hydrovac dumping pad construction through the BCSF for \$121,870.10 HST included.

Prepared By:	Chad Clendenning, P. ENG
Approved By:	Nelson Chatman, P. ENG
Date Approved:	August 4 th , 2026



INFORMATION NOTE

Title:	Taxation Receivable Analysis – July 2026
Date Prepared:	August 19, 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 July 31, 2026. The total taxation receivables amount to \$7,080,518.73, which is an increase of \$854,013.33 (13.72%) compared to the previous year. Monthly collections for July 2026 were \$1,528,718 or approximately 18% of the outstanding receivable entering the month. 41% of the outstanding balance relates to residents and businesses currently on a pre-authorized payment plan.

Please contact the Town Hall at 489-0402, 0403, or 0404 with any questions about your tax bill. Interest continues to accumulate to your account for any outstanding balance. There are payment plans available for those who would rather pay their balance 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:	August 19, 2026



INFORMATION NOTE

Title:	Labour Report
Date Prepared:	August 19, 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 June 27, 2026 (Week 26).

Discussion – Background and Current Status:

Labour costs as at June 27, 2026, were \$1,942,280 which was \$173,847 (or 8.22%) under the budget of \$2,116,127. This is a positive result half-way through the year; Management will continue to monitor labour costs as we head into the second half of the year. Part of this excess relates to the original budget containing a small increase that was not applied as contract negotiations were ongoing. Now that negotiations have finished and the actual increase is known, this will be reflected in the next Labour Report.

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. The next Labour Report will be revised to include retroactive payments for the increases in the new union contract.

Conclusion/Next Steps:

Management will continue to monitor labour costs moving forward and ensure the budget is met for the remainder of the year.

Prepared By:	
Approved By:	Steve Gosse
Date Approved:	August 19, 2026



DECISION/DIRECTION NOTE

Title:	Award of Sand/Salt Shed Upgrades Tender
Date Prepared:	August 18, 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 award the tender for upgrades on the Sand/Salt Shed.

Proposed Resolution for Council:

That Council award the tender for the Sand/Salt Shed Upgrades to Bluebird Investments Ltd in the amount of \$129,690 plus HST. This amounts to \$135,248.51 net of the HST rebate, which is \$14,751.49 under the proposed budget of \$150,000.

Discussion – Background and Current Status:

This work is required to refurbish the previous salt/sand shed using the existing foundation. The previous wooden structure has been removed and this one will replace it. This is required for the storage of salt/sand that has already been mixed and prepared for use in winter operations.

Key Considerations/Implications:

1. Budget/Financial Implications: This is under budget, with savings in the amount of approximately \$14,750.

Recommendation:

That Council award the Sand/Salt Shed Upgrades to Bluebird Investments Ltd.

Prepared By:	
Approved By:	Steve Gosse
Date Approved:	August 19, 2026



DECISION/DIRECTION NOTE

Title:	Animal Control Regulations - Addition
Date Prepared:	August 19, 2026
Report to:	Council
Councillor:	Councillor Coady
Role:	Lead
Department:	Corporate Services - Finance, Administration and Policy

Decision:/Direction Required:

Council is requested to approve the inclusion of the proposed Feeding Wildlife provisions in the Town's Animal Control Regulations.

The purpose of the provisions is to establish a clear and enforceable municipal standard regarding the intentional feeding of wildlife and placement of wildlife attractants on private property, and to provide Municipal Enforcement Officers with the authority to address situations where accessible or leftover food attracts wildlife, particularly rodents, and creates concerns for surrounding properties and the neighbourhood.

Proposed Resolution for Council:

That Council approve the inclusion of the proposed Feeding Wildlife provisions in the Town's Animal Control Regulations.

Discussion – Background and Current Status:

Staff are proposing to include the following Feeding Wildlife provisions in the Town's Animal Control Regulations, to provide an enforceable means of addressing wildlife feeding and attractants that may attract rodents and create nuisance concerns for neighbouring properties.

Feeding Wildlife

10. a) Nuisance feeding of wildlife is not permitted. Nuisance feeding of wildlife is determined when any of the following conditions exist within a residential zone:

1. food is routinely placed so that it attracts or congregates wildlife; or
2. feeding results in an accumulation of feces or discarded food; or
3. feeding results in an increased concentration of wildlife that interferes with the reasonable use or enjoyment of another residential property; or
4. feeding results in feces being deposited on a neighboring private property or public property including buildings, vehicles, decks, walkways or other structures or surfaces, to interfere with the reasonable enjoyment of that property.

b) With the exception of suspended above grade bird feeders designed primarily for smaller wild birds, no person shall place or allow any device or other material to be placed outdoors in such a manner as to intentionally or unintentionally attract wildlife on private property. Bird feeders shall be sufficiently above grade so as not to attract or be accessible by wildlife; and if spillage of seeds should reach the ground, it shall be removed by the property owner immediately and disposed of in a manner so as not to attract wildlife.

c) Council may grant exemption to any provisions of this By-Law and impose conditions for such exemption as may be considered reasonable and necessary, provided such exemption does not interfere with the general integrity of this By-Law.

Recommendation:

Staff recommends that Council approve the inclusion of the proposed Feeding Wildlife provisions in the Animal Control Regulations.

Prepared By:	Kara Samuelson
Approved By:	Steve Gosse
Date Approved:	August 19, 2026



DECISION/DIRECTION NOTE

Title:	Hosting of 2027 Fire and Emergency Services Training School and Fire Training Grounds Improvements
Date Prepared:	Aug 13, 2026
Report to:	Council
Councillor:	Councillor Hollett
Role:	Lead
Department:	Protective Services - Municipal Enforcement and Fire Department

Decision:/Direction Required:

Council is being asked to confirm whether the Town of Grand Falls-Windsor is prepared to host the 2027 Fire and Emergency Services Training School, scheduled for May 29 to June 4, 2027, and to support the priority improvements required at the Town's Fire Training Grounds in preparation for the event.

A number of the improvements requested by the Fire Department can be completed through normal Town operations using existing staff, equipment and operational budgets. However, some of the larger improvements represent unbudgeted expenditures that are beyond existing 2026 budgets and will require Council support before staff can proceed.

Other expenditures that are not required during the 2026 construction season can be considered and incorporated into the Town's 2027 budget later this year.

The costs presented in this Decision Note are preliminary planning estimates only. The scope of the required improvements continues to be developed by staff in consultation with the Fire Department. Actual costs may increase or decrease as the scope is refined, material quantities and requirements are confirmed, and site or construction issues are identified once work begins.

Direction is required now because the Town's 2026 construction season will begin winding down in October, and significant site work that Council wishes to advance this year needs to be planned and scheduled accordingly.

Proposed Resolution for Council:

That Council approve, in principle, the Town of Grand Falls-Windsor hosting the 2027 Fire and Emergency Services Training School from May 29 to June 4, 2027, subject to final confirmation by Provincial Fire Services of the availability of required accommodations and classroom space; and further, that Council support staff proceeding with the planning and priority improvements to the Fire Training Grounds, including work that can be accommodated within existing Town operations and budgets and the unbudgeted improvements identified in this Decision Note, recognizing that the scopes and estimated costs are preliminary and subject to change as the work is further defined and undertaken, with the possibility for some expenditures to be considered through the Town's 2027 budget process.

Discussion – Background and Current Status:

The Town recently met with representatives of Provincial Fire Services regarding the possibility of Grand Falls-Windsor hosting the 2027 Fire and Emergency Services Training School. Following that meeting, the Acting Fire Commissioner/Director of Fire Services confirmed the Province's interest in holding the school in Grand Falls-Windsor from May 29 to June 4, 2027.

Provincial Fire Services has indicated that final confirmation is subject to determining the availability of sufficient hotel accommodations and classroom space in the area.

Grand Falls-Windsor has previously hosted the Provincial Fire and Emergency Services Training School and is recognized by Provincial Fire Services as a popular training-school destination and an exceptional host.

The Town has been making improvements to its Fire Training Grounds, including the recent installation of a new smoke/training structure. There are currently some deficiencies associated with that structure that the Department of Public Works and Development is following up on.

In June 2026, the Fire Department Training Committee prepared a broader list of proposed upgrades intended to improve the effectiveness, safety and overall appearance of the training grounds and strengthen Grand Falls-Windsor's ability to host future Provincial Fire Training Events.

Not all of these improvements are considered necessary before the 2027 Training School, nor do all of them require additional funding. Staff will continue working with the

Fire Department to identify and prioritize the scope of work that should reasonably be completed before May 2027.

A number of smaller improvements can be incorporated into the normal work of the Fire Department and Public Works and Development as staff, equipment, materials and operational priorities permit.

The more significant improvements currently being considered include:

- Gravel Parking Area: Construction of an approximately 20 metre by 50 metre gravel parking area to accommodate participants attending the Training School. Based on the information presently available, this work is preliminarily estimated at approximately \$50,000. This is not a final project estimate. Actual costs will depend upon the final dimensions and design, site preparation requirements, depth and quantities of material required, drainage requirements, conditions encountered during construction and the extent to which Town resources can be utilized. The expenditure is not included in the existing 2026 budget and would require Council support to proceed.
- Training/Support Building Improvements: Insulation of the building and covering the interior walls, primarily with plywood, together with associated carpentry and finishing work. Installation of heat pump and security cameras. This would improve the building's usefulness for firefighter exercises, training activities and classroom/instructional purposes. Based on the preliminary scope presently contemplated, material costs are estimated in the range of \$10,000 to \$15,000, in addition to Town labour. The final scope remains to be determined, and additional requirements may be identified as the work is planned and undertaken.
- Training Prop Storage: Purchase and installation of a sea container (sea can) to provide secure storage for firefighter training props and equipment. As this purchase does not necessarily need to occur during the remaining 2026 construction season, the requirement and associated cost can be further developed and considered through the 2027 municipal budget.
- Other Site Improvements: A number of smaller improvements have been identified throughout the training grounds, including additional gravel, improvements to grassed/rest areas, localized paving and repairs, steps and building improvements, fencing and brush clearing, signage and general site improvements. Staff will assess these items and, where practical, complete them through normal Town operations without requiring additional Council-approved funding.

The work is still at a preliminary planning stage. Staff will continue to work with the Fire Department to determine what improvements are necessary and practical before the 2027 Training School. As individual projects move into implementation, conditions may

be encountered that require changes to the proposed scope, quantities of material, construction methods or scheduling. Consequently, the financial estimates contained in this Decision Note should be considered indicative rather than final.

Key Considerations/Implications:

1. Budget/Financial Implications:

There are three general categories of expenditure associated with preparing the Fire Training Grounds:

Existing Operations and Budgets:

A number of smaller improvements can be completed using Town employees, equipment and existing operational resources. Staff would prioritize these improvements alongside other municipal work and complete them where operationally practical.

Unbudgeted 2026 Expenditures:

The larger improvements presently identified are not provided for within the approved 2026 budget. Preliminary estimates currently include:

- approximately \$50,000 for development of the proposed 20 m × 50 m gravel parking area; and
- approximately \$10,000 to \$15,000 in materials, plus Town labour, for insulation, plywood wall covering and associated carpentry work within the training/support building.

On this basis, the presently identified larger improvements could represent approximately \$60,000 to \$65,000 in unbudgeted expenditures, before consideration of other requirements that may be identified.

These amounts are preliminary estimates provided for Council's planning and decision-making purposes and should not be interpreted as final project costs.

The Town staff have not yet completed detailed scopes or final costing for all of the proposed work. Costs may increase or decrease as:

- the Fire Department and Town staff further define the work required before the 2027 Training School;
- dimensions, quantities and material requirements are confirmed;
- staff determine what portions of the work can be completed internally;
- quotations or actual material costs are obtained; and

- unforeseen site, drainage, building or construction conditions are identified once work begins.

2027 Budget Requirements:

Items that are required for the Training School but do not need to be purchased or completed during 2026 can be incorporated into the Town's 2027 budget process later this year. This includes the proposed sea can for training-prop storage and potentially other improvements identified as priorities through continued planning.

2. Partners or Other Stakeholders:

Key stakeholders include Provincial Fire Services, the Grand Falls-Windsor Fire Department, the Department of Public Works and Development, participating fire departments, local hotels and accommodation providers, and local businesses.

3. Alignment with Strategic Directions:

Hosting the Provincial Fire and Emergency Services Training School supports Grand Falls-Windsor's role as a Regional Service Centre and strengthens the community's position as a location for Provincial and Regional Emergency-Services Training.

Investment in the training grounds also strengthens the Town's own emergency-response capacity by providing improved facilities for firefighter training and professional development.

4. Alignment with Adopted Plans:

Improvements to the Fire Training Grounds support the Town's broader emergency preparedness, public safety and municipal infrastructure objectives.

5. Engagement and Communications Considerations:

If Grand Falls-Windsor is confirmed as the host community, a coordinated communications approach should be developed with Provincial Fire Services.

The event presents an opportunity to promote Grand Falls-Windsor as a Regional Centre for Emergency-Services Training and recognize the participation of firefighters from throughout Newfoundland and Labrador.

6. Human Resource Implications:

Public Works and Development employees will be required to undertake portions of the site preparation and improvement work.

The ability to complete work internally will depend upon staff availability and competing municipal priorities. Scheduling is particularly important because the 2026 construction season will begin winding down in October.

Work that cannot reasonably be completed during the remainder of 2026 will need to be scheduled sufficiently early in spring 2027 to ensure the training grounds are ready before May 29, 2027.

7. Other Implications:

The Fire Department Training Committee has identified a broader program of improvements that could progressively develop the Grand Falls-Windsor Fire Training Grounds into a stronger firefighter training facility.

Hosting the 2027 school provides an opportunity to advance some of this work. However, approval to host the school should not be interpreted as approval of the entire list of improvements proposed by the Training Committee.

Similarly, the preliminary estimates presented in this Decision Note should not be interpreted as a final determination of the work required or its ultimate cost. The Town will continue to refine the scope in consultation with the Fire Department and respond to conditions identified as work progresses.

Recommendation:

It is recommended that Council approve, in principle, the Town of Grand Falls-Windsor hosting the 2027 Fire and Emergency Services Training School from May 29 to June 4, 2027, subject to Provincial Fire Services confirming the availability of appropriate accommodations and classroom facilities.

It is further recommended that Council:

1. authorize staff to complete those Fire Training Grounds improvements that can reasonably be accommodated through existing Town operations and approved budgets;
2. support proceeding with the priority unbudgeted 2026 improvements, presently anticipated to include the approximately 20 m × 50 m gravel participant parking area, preliminarily estimated at \$50,000, and insulation, plywood and associated carpentry improvements to the training/support building, with materials preliminarily estimated at \$10,000 to \$15,000 plus Town labour;
3. acknowledge that the scopes and costs identified in this Decision Note are preliminary and subject to change as staff work with the Fire Department to further define requirements and as actual site and construction conditions are encountered during implementation; and
4. direct that additional purchases and improvements that can reasonably be deferred, including the proposed sea can for training-prop storage, be considered through the Town's 2027 budget process.

Prepared By:	Darren Finn
Approved By:	Darren Finn
Date Approved:	August 13, 2026