

MINUTES

Regular Meeting of Council
Wednesday, November 22, 2023 @ 4:00 pm
Council Chambers

Present:

P. Farwell	Mayor
B. Ford	Deputy Mayor
T. Pollett	Councillor
P. Woodford	Councillor
S. Handcock	Councillor
W. Hoffe	Councillor

Advisory and Resource:

D. Chafe	CAO
B. Hefford	Town Clerk
D. Whitt	Director of Planning and Public Works (A)
K. Hiscock	Director of Corporate Services/Acting Town Clerk
J. Knee	Director of Community Services
S. Armstrong	Communications Officer

Regrets:

M. White	Councillor
H. Lowe	Director of Public Safety & Protective Services

1. CALL TO ORDER

The Meeting was called to order at 4:00 p.m.

2. VISITORS/PRESENTATIONS

2023 Art Procurement Presentation

Councillor Pollett announced that in 2007, the Town of Gander introduced a program to actively support and promote the local arts community through the purchase of artworks for permanent display in our municipal buildings and public spaces.

She was pleased to announce that the 2023 Art Procurement Program saw the submission of 22 artworks from 12 local artists. Our three independent Judges chose the following as their top choices:

- An acrylic painting on gallery canvas entitled “**Harvest Moon, Gander Golf Club**” by **Barbara Brazil**
- A photograph of a floatplane entitled “**Deadman’s Pond**” by **Walt Gill**
- A photograph on canvas of Cobb’s Pond entitled “**Evening Magic**” by **Kristina Nicole**
- An acrylic painting on canvas of a water bomber entitled “**Sky Hero**” by **Donna Wellon**
- Pastel on pastelmat painting entitled “**The Goose and Gander**” by **Chloe Penney**

Additionally, the residents of Gander voted online via the Town's Facebook page for "Residents' Choice". For 2023, the artwork with the most votes was a graphite drawing on paper depicting a detailed view of the Firehall entitled "**Home of the Heroes**" by **Jared Whalen**.

In total, the town was able to purchase 6 pieces, bringing the number of artworks in the Town's public collection since 2007 to 76 pieces. The new artworks will be displayed in the main lobby at the Town Hall during 2024.

She thanked our three Judges for giving their free time and helping our Art Procurement Program continue to be very successful. Councillor Pollet then asked the artists to step forward and be recognized for their artwork.

Civic Enhancement Founding Members – Certificate of Appreciation

Mayor Farwell extended his warmest greetings to each member as they gathered to celebrate and honour their outstanding contributions to the Civic Enhancement Committee. This marked a special occasion, as we have come together to recognize the dedication, hard work, and unwavering commitment members have demonstrated in enhancing our Town.

Their work with the Civic Enhancement Committee has helped to spearhead many aspects of community development - creating local landmarks, beautification of the Town, cultural events, and improvements to both infrastructure and overall quality of life for our residents.

These tireless efforts have not only transformed physical spaces but have also fostered a sense of community pride and engagement. Through their initiatives, events, and projects, they have contributed significantly to the vibrancy and the overall well-being of the Town of Gander.

The Certificate of Appreciation was presented to each of member as a small token of the Town's immense gratitude. It symbolizes the deep appreciation we, as a community, have for their selfless contributions and the positive impact you have made on the lives of our residents.

Their passion for civic improvement, volunteerism, and your collaborative spirit have set an inspiring example for others to follow. It is through the dedication of individuals like these members that our town continues to thrive and evolve.

Once again, congratulations to each of these contributors to the Civic Enhancement Committee, on this well-deserved recognition. Mayor Farwell then presented their certificate to serve as a reminder of the meaningful difference they have made and continue to make in the Town of Gander.

On behalf of Town Council, and the entire community, thank you!

MNL Service Award

Deputy Mayor Ford presented Mayor Farwell with a certificate of long service from the Minister of Municipal and Provincial Affairs, the Honorable John Haggie. The certificate recognized the Mayor's 16 years of service originating in 1993 to the end of his previous term in 2021.

3. APPROVAL OF AGENDA

Motion #23-197

Approval of Agenda

Moved by Councillor Woodford and seconded by Councillor Pollett that the Agenda for the Regular Meeting of Council on November 22, 2023 be adopted.

In Favour: 6 Opposing: 0

Decision: Motion carried.

4. MINUTES FOR APPROVAL

Motion #23-198

Regular Minutes for Approval

Moved by Councillor Handcock and seconded by Councillor Hoffe that the Minutes from the Regular Meeting of Council on October 24, 2023 be adopted as presented.

In Favour: 6 Opposing: 0

Decision: Motion carried.

5. BUSINESS ARISING FROM PREVIOUS MINUTES

6. REPORTS – STANDING COMMITTEES:

A. Community Services Committee:

The Community Services Committee report was presented by T. Pollett, Councillor/Chair.

The Community Services Committee meeting was held on November 8, 2023. The meeting was chaired by T. Pollett, Councillor. Other members present included: P. Farwell, Mayor; B. Ford, Deputy Mayor, W. Hoffe, Councillor; B. Hefford, Town Clerk; and J. Knee, Director, Department of Community Services.

The following items were discussed:

NL Winter Games

The Committee is very excited for the upcoming NL Winter Games, taking place in Gander on February 24th - March 2nd, 2024. The winter games Committee is seeking volunteers for this event, if you are interested in volunteering, please email info2024nlwintergames@gmail.com. There is also a raffle box 50/50 to help offset the cost of the games, which currently has a Jackpot of \$5,400. Full details can be found on the NL Winter Games Facebook page.

Funding Request – 2024 Solar Eclipse Science Festival

The Committee reviewed a funding request for the 2024 Solar Eclipse event which will take place April 8th, 2024. The Committee agreed that the department will provide staffing support for this event and will consider budget requests under a possible hosting grant. The department will provide more details as they become available.

Funding Request – Avion Players

The Committee reviewed a request from the Avion Players who are seeking support to host the provincial drama festival during the week of March 31st - April 6th, 2024. The Committee will consider this funding request in the upcoming budget process.

Cobb's Pond Update

The Committee is pleased to report that the lighting up of Cobb's Pond project is proceeding ahead. We are hopeful that this work will be completed before the Christmas season. The Town would like to thank the Gander Rotary Club for their support and enthusiasm for this project.

Childcare Demand Portal

The Committee reviewed correspondence from the Department of Education regarding its Childcare Demand Portal. This portal is a tool to assess and understand childcare needs. Additional information can be found at www.gov.nl.ca

Upcoming Events

The following events will take place in the coming months:

November 29	Christmas Tree Lighting
December 2	Santa Claus Parade
December 4 – 8	Christmas Like, Share and Comment Contest
December 7	Seniors Wellness Session (Christmas)

December 12	38 th Anniversary of Arrow Air Memorial Service
December 17	Skate with Santa
December 21	Steele Community Centre Christmas Coffee Break
December 22-31	Christmas Lights Photo Scavenger Hunt

B. Economic Development Committee:

The Economic Development Committee report was presented by Councillor Woodford.

The Economic Development Committee meeting was held on November 8, 2023. The meeting was chaired by T. Pollett, Councillor (Acting Chair). Other members present included: W. Hoffe, Councillor; B. Hefford, Town Clerk; R.J. Locke, Manager of Strategic Initiatives, and D. Chafe, CAO.

The following items were discussed:

Development Officer's Report

The Development Officer advises of growing interest among local, provincial and national investors across a range sector including aerospace, mining, hospitality, housing and retail. Staff will continue to work to address capacity issues such as housing and workforce availability.

Community Navigators

At the last public meeting, Council officially launched our new Community Navigator Program under which we are looking to establish a roster of qualified individuals to welcome and support newcomers and their families as they establish roots in Gander. Navigators will assist newcomers in meeting their housing, employment, social and cultural needs. Community Navigators will act as a liaison with newcomers and their families making their transition into our community as welcoming and seamless as possible.

We are currently seeking expressions of interest from residents willing to serve as a Community Navigator. Interested individuals are asked to submit a copy of your resume and a bio highlighting how you meet program criteria and how your personal attributes, experiences and skill sets make you a good fit to become a Community Navigator. Further information and how to apply can be found online at www.gandercanada.com. Those interested are asked to submit their application by Friday, December 1st.

The Manager of Strategic Initiatives left the meeting.

Economic Development Structure

The CAO asked the Committee for input on the future management and execution of economic development initiatives. With significant challenges and opportunities in the near, mid and long term, the CAO believes that a dedicated Economic Development Department should be

reestablished. Given the organizational and financial impact of re-establishment, the Committee felt that this item requires consideration during the Committee of the Whole during their dedicated budget planning meeting. This item will be added to that agenda.

C. Public Safety and Protective Services Committee:

The Public Safety and Protective Services Committee report was presented by Councillor Hancock.

The Public Safety and Protective Services meeting was held on November 9, 2023. The meeting was chaired by T. Pollett, Councillor/Acting Chair. Other members present included: M. White, Councillor; H. Lowe, Director of Protection Services/Fire Chief; D. Chafe, CAO; B. Hefford, Town Clerk; and T. Byrne, Administrative Human Resources Coordinator.

The following items were discussed:

Delegation – Safety Concerns

A resident attended the Public Safety and Protective Services Committee to discuss his concern with the playlot in proximity to the pond behind his property on Rowsell Blvd.

Of specific concern is a bog area that is effectively hidden by shrubs and tall grass. The resident has asked that the area be cleaned up and ideally, a fence erected around the area to alleviate the safety issue.

A second concern is speeding in the area. The Committee has asked the Management Committee for ideas of how to mitigate the problem including the use of speed bumps, speed sign monitoring, education notices, etc.

The delegation left the Committee meeting.

Byrd Avenue Parking

Municipal Enforcement is recommending no parking signs be placed on both sides of Byrd Avenue around the sharp turn between the civic address numbers 49-67.

The Officer noted what appears to be an increase in the number of rental properties and multiple vehicle owners in the area, possibly contributing to an increased demand for on-street parking, a growing concern of residents in the area. Traffic is being forced into the oncoming lane in an area with limited to no visibility to safely do so.

The Director of Public Safety and Protective Services is recommending traffic data collection in the area will notify residents in the area regarding stricter enforcement measures.

Councillor White left the meeting.

Gander Fire Rescue and Municipal Enforcement Quarterly Stats

The Committee reviewed the Municipal Enforcement and Gander Fire Rescue Statistics for the second and third quarters of 2023.

Between April 1st and September 30th, Gander Fire Rescue reported 143 Fire Calls, 175 Fire Inspections and 1375 general inquiries requesting information item such as code requirements and fire prevention.

Councillor White returned to the meeting.

During the same period, Municipal Enforcement issued 208 citations and responded to 210 calls for assistance including for bylaw enforcement matters.

D. Planning and Public Works Committee:

The Planning and Development Committee report was presented by Councillor White/Chair.

The Planning and Development Committee was held on November 14, 2023. The meeting was chaired by S. Handcock, Councillor/Acting Chair. Other members present included: B. Ford, Deputy Mayor; M. White, Councillor; T. Pollett, Councillor; P. Farwell, Mayor; B. Hefford, Town Clerk; D. Whitt, Deputy Director of Public Works; R. Stoyles, Supervisor of Public Works; J. Newman, Manager of Technical Services; and J. Blackwood, Director of Planning and Public Works.

The following items were discussed:

Newfoundland Power Service Upgrades

Following Council's recent approval to permit NL Power to carry out service upgrades including adding a guy wire and anchor on Town property, adjacent to 64 Grandy Avenue, correspondence objecting to the work was received. The owner of 64 Grandy Avenue feels that the new infrastructure will have a negative impact on their property and requests that Council reconsider their decision. After carefully reviewing the circumstances, the Committee stands by the original approval of the proposed work.

2024 Snow Plan

As the Town continues to grow, new streets and associated infrastructure have been constructed to accommodate the expansion. As a result, Town staff are continuously reviewing the Town of Gander's Snow Plan to try and maintain a high level of service while minimizing the overall cost of providing that service.

The Committee was presented with the proposed 2024 Snow Plan, as attached. While the proposed revisions to the plan have no increase in human resources or equipment, there are realignments to the existing routes to accommodate the Town's growth that may result in residents noticing slight changes in timing of services when compared to the 2023 Snow Plan.

Specifically, the 2024 plan proposes to add Yeager, Henley and Forester to Route #2 while Alcock, Wilcockson, Medcalf and Nungesser will be added to Route #1. Overall, the departments feel these proposed changes will help provide an efficient procedure for snow and ice removal on all municipal streets and Town owned parking lots.

Residents are reminded that multiple factors including timing of events, type of event and rate of accumulation as well as availability of staff and equipment can all have a factor on snow and ice control operations. Residents can play a big part in assisting operations by ensuring their vehicles are not parked on the street while Town staff are undertaking snow clearing efforts. Residents are reminded that it is illegal to plow or blow snow and ice into the streets from private driveways or parking lots and doing so can cause safety hazards. Please ensure driveway markers are at least 1m behind curbs or sidewalks on your property and generally, we ask that residents respect operators and supervisory staff while they are attempting to keep the streets and sidewalks safe for all residents of Gander.

The 2024 Snow Plan, including mapping which will show routes and street designations, will be available for viewing on the Town of Gander's website at www@gandercanada.com. If residents require more information on the 2024 Snow Plan or wish to speak with a representative from the Public Works Department, they can call 709-651-5938 or email info@gandercanada.com

Motion #23-199

2024 Snow Plan

Moved by Councillor Handcock and seconded by Councillor Hoffe, the adoption of the 2024 Snow Plan as attached..

In Favour: 6 Opposing: 0

Decision: Motion carried.

Atlantic Canada Water and Wastewater Association – 2023 Silent Hero Award

The Silent Hero Award is presented annually by the Atlantic Canada water and wastewater association to recognize the outstanding contributions of water and wastewater operators in each of the four Atlantic Canada provinces. In 2023 a town of Gander employee Mr. Doyle Whitt was nominated by the GOVNL Department of Environment and Climate Change:

Doyle has been a dedicated employee for the Town of Gander and has a wealth of knowledge and an unprecedented commitment to his job. He interacts with management, public and fellow

employees with the upmost respect. He will go well out of his way to provide training and information to those around him and also in neighbouring communities.

Over the years, Doyle has worked his way up through the ranks in the Town and has held several key positions in the Public Works Department. Doyle is currently the Deputy Director of Public Works. Doyle is a certified Level IV Water Treatment Plant Operator and is also certified in Water Distribution Level III, Wastewater Treatment Level III and Wastewater Collection Level II. Doyle encourages all operators, under his supervision, to partake in all available educational and training opportunities.

Doyle has made significant contributions to the Town's Operation and Maintenance of their Water and Wastewater Systems. He had extensive involvement in the implementation of the Province's Wastewater Surveillance Program for Covid-19 Virus at the Town's Wastewater Treatment Plant and continues to provide direction on the evolving wastewater monitoring program.

Doyle is not only a vital resource for the Town of Gander, but he also contributes his time to neighbouring communities. In his off-time, Doyle extends his knowledge and skills to other community operators on water and wastewater related issues to aid them in operation and maintenance of their water and wastewater systems.

Doyle is a valuable asset to the Town's management team and is available any hour of the day to provide his professional insight on any issue that may arise.

Council would like to extend congratulations to Doyle as the 2023 recipient of the Silent Hero Award and recognize his continued work and dedication to the Town of Gander's Public Works Department.

Home Based Business – 17 Cheshire Crescent

The Committee reviewed a Home-Based Business application from a resident at 17 Cheshire Crescent. The applicant, *McCarthy Speech Language Services*, is seeking Council's permission to operate a home-based Speech Language Assessment/Therapy service from that property. It is noted that home occupation is permitted as a discretionary use for the zone in which this property is located. Discretionary use notices were advertised with no objections being received by the advertised deadline.

Motion #23-200

Home Based Business – 17 Cheshire Crescent

Moved by Councillor Handcock and seconded by Deputy Mayor Ford that *McCarthy Speech Language Services* be permitted to operate a home-based Speech Language Assessment/Therapy service at 17 Cheshire Crescent.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Home Based Business – 35 Collishaw Crescent

The Committee reviewed a Home-Based Business application from a resident at 35 Collishaw Crescent. The applicant, *The Paint Isle*, is seeking Council's permission to operate a home-based office for a residential/commercial painting business from that property. It is noted that home occupation is permitted as a discretionary use for the zone in which this property is located. Discretionary use notices were advertised with no objections being received by the advertised deadline.

Motion #23-201

Home Based Business – 35 Collishaw Crescent

Moved by Councillor Handcock and seconded by Deputy Mayor Ford that *The Paint Isle* be permitted to operate a home-based office for a residential/commercial painting business at 35 Collishaw Crescent.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Community Mailbox Lighting – Briggs Street

Correspondence was received from a resident with concerns about the amount of lighting at the Canada Post mailboxes located on Briggs Street. The resident was concerned that the amount of lighting in the area was a safety concern and would like future consideration to be given for the coordination of streetlights near mailboxes or the addition of secondary lighting if locating the mailboxes next to streetlights is not possible.

The Committee reviewed drawing number 23-1093 which showed the existing streetlight layout for Briggs Street and noted that the current spacing was within the allowable standard and is therefore not recommending additional streetlights at this time. The Director advised that he will provide the resident with contact information for a representative of Canada Post to discuss further.

Streetlight Request – All Saints Cemetery

A representative from the All-Saints Cemetery Committee is requesting that Council provide streetlights along Old Navy Road, adjacent to their facility as better described in the attached

drawing number 23-1094. Recent theft and vandalism at that facility has sparked this request in the hopes that it will deter future events of this nature.

It was noted that there is currently no streetlighting on Old Navy Road.

Motion #23-202
Streetlight Request – All Saints Cemetery

Moved by Councillor Handcock and seconded by Councillor Woodford that the service provider be contacted with a request to have three new streetlights installed on Old Navy Road, as better described in the attached drawing number 23-1094.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Discretionary Use – 19-21 Briggs Street

Council has received an application from a developer to construct a six-unit apartment building at the above noted address.

It is noted that this property is situated within a Residential Medium Density zone. Apartment Building uses are permitted in this zone as a Discretionary Use of Council, under the Town of Gander Development Regulations.

Motion #23-203
Discretionary Use – 19-21 Briggs Street

Moved by Councillor Handcock and seconded by Councillor Woodford that Council use their discretion to approve the application to construct a six-unit apartment building at 19-21 Briggs Street.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Accessory Building – 16 Esmonde Place

The owner of 16 Esmonde Place has requested Council’s permission to exceed the allowable accessory building height as permitted by the Town of Gander Accessory Building Regulations by 0.75m.

Motion #23-204**Accessory Building – 16 Esmonde Place**

Moved by Councillor Handcock and seconded by Councillor Woodford that the property owner of 16 Esmonde Place be permitted to exceed the accessory building height by 0.75m for a total building height of 6.25m.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Eastlink – Land Purchase Request

The Committee reviewed a request from Eastlink to purchase additional land near their property at 101 Cooper Boulevard to facilitate a proposed expansion of that property. The proposed expansion would include a fenced compound with the intension of adding satellite dishes to support the existing communications use.

Motion #23-205**Eastlink – Land Purchase Request**

Moved by Councillor Handcock and seconded by Deputy Mayor Ford that the parcel of land in drawing number 23-1092 be added to the land bank.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Notable Dates:

- The next Waste Transfer Station date is scheduled for December 9th. The hours of operation are 8 a.m. – 4 p.m.

Council would like to remind residents that details of notable dates and events can be viewed on the Town of Gander Website at www.gandercanada.com.

E. Governance & Legislative Services Committee:

The Governance & Legislative Services Committee report was presented by Deputy Mayor Ford.

The Governance & Legislative Services Committee was held on November 15, 2023. The meeting was chaired by B. Ford, Deputy Mayor. Other members present included: W. Hoffe, Councillor; D. Chafe, CAO; and B. Hefford, Town Clerk/Director of Governance & Legislative Services.

The following items were discussed:

Transfer of 14 McGrath Place

The Committee reviewed a request to transfer land located at 14 McGrath Place. The land is governed by the terms and conditions of the Development Agreement between the Town of Gander and McCurdy Enterprises.

Motion #23-206

Transfer of 14 McGrath Place

Moved by Deputy Mayor Ford and seconded by Councillor Handcock that the Town of Gander transfer land located at 14 McGrath Place as per the terms and conditions set for in the Development Agreement between the Town of Gander and McCurdy Enterprises.

In Favour: 6 Opposing: 0

Decision: Motion carried.

New Municipal Legislation

The Committee reviewed a report compiled by the Town Clerk highlighting some of the proposed changes to the Municipalities Act, which will be titled 'Towns and Local Service District Act'. The Bill is now proposed at the second reading at the House of Assembly and could be adopted at the next sitting of the legislature.

Some of the substantial changes include:

Key Provisions:

- **By-Law Authority:**
 - Grants towns broad powers to pass by-laws on matters outlined in the Act.
- **Transparency Measures:**
 - Prescribes criteria for closing town council meetings to the public.
- **Taxation Framework:**
 - Allows towns to establish property and business tax classes, with flexibility in determining tax rates.
 - Permits tax discounts for charitable organizations and those facing financial hardship.
 - Authorizes installment payments for taxes.
- **Diversified Taxation Options:**
 - Allows towns to impose business and tourist accommodation taxes.

- **Enforcement Mechanisms:**
 - Outlines powers and duties of inspectors for the administration and enforcement of the Act.
 - Establishes a lien on real property for non-compliance with remediation orders.
- **Gender-Neutral Language:**
 - Incorporates gender-neutral language throughout the legislation.

Council Engagement Report

The role and responsibility of Council goes beyond the formal business of Council and the attendance of meeting. Members of Council regularly attend community events and functions to offer Council's support. It is also a chance to learn and engage about things that are important throughout Town.

Over the past month, here is a glimpse of some noteworthy examples:

- 2023 MNL Conference, Trade Show & AGM – October 25th to 28th
- Yellow Ribbon Campaign: 91 CEF Gander – October 26th
- Official Opening: MUN Faculty of Nursing Learning Site – October 26th
- Royal Canadian Legion Branch 8: Poppy Flag Raising – October 27th
- Family Physician Appreciation Event – October 28th
- St. Paul's Remembrance Day Assembly – November 10th
- Association for New Canadians (ANC): Celebrate Diwali – November 10th
- Remembrance Day Wreath Laying Ceremonies – November 11th
- NL Games: 100 Days to Go Event – November 16th
- The Salvation Army Family Services Christmas - Happy Tree and Kettle Kick Off – November 16th

Social Media Commenting

The Committee has examined a staff report detailing the advantages and disadvantages associated with managing comments on social media content. The Town of Gander utilizes social media platforms to inform the community about crucial updates and to share community-related content of potential interest to residents.

Given the limited availability of staff resources for continuous monitoring and interaction with residents who may have inquiries about the content, the organization perceives that the current tools primarily serve as a means of information dissemination. In the absence of timely two-way interaction, the Committee suggests temporarily disabling comments to evaluate the effectiveness of engagement.

During this trial period, residents with questions about shared information are encouraged to directly reach out through info@gandercanada.com, the engagement portal at www.gandercanada.com, or by calling 709-651-2930.

F. Corporate Services Committee:

The Corporate Services Committee report was presented by Councillor Hoffe/Chair.

The Corporate Services Committee meeting was held on November 15, 2023. The meeting was chaired by W. Hoffe, Councillor/Chair. Other members present included: T. Pollett, Councillor; B. Hefford, Town Clerk; D. Chafe, CAO; and K. Hiscock, Director of Corporate Services.

The following items were discussed:

Municipal Assessment Agency - Update

Correspondence from the Municipal Assessment Agency on the Board of Director's meeting held in Bonavista on September 22, 2023, was presented to the Committee for review.

Some of the items discussed in the correspondence were as follows:

- The Municipal Assessment Agency (MAA) will not increase the current fee of \$26 per parcel for assessment to municipal clients for 2024.
- The Agency hosted a very successful open house for the purpose of exploring how government departments utilize GIS technologies.
- Over 300 individuals have completed the Agency's free introductory training course hosted on MAA's website. Staff within the Town of Gander's Corporate Services Department have availed of this free training.
- The Agency's Strategic Plan and Annual Report was tabled with the House of Assembly.
- Tony Keats, the Mayor of Dover has been shortlisted as one of 25 Mayors nominated for the World Mayor 2023 award. The longlist of nominees included an impressive 92 Mayors from 40 countries. He is also the Central Director on the Agency's Board of Directors
- Mr. Allan Hawkins was recently appointed as the Agency's newest Taxpayer Representative.
- The next board meeting is scheduled to be held in St. John's on December 8th, 2023, in St. John's.

Reallocation of Canada Community-Building Fund Agreement

During the 2023 construction season, the resurfacing of Edinburgh Avenue was completed. This project was funded 100% through the Canada Community-Building Fund Agreement.

Due to the project costing less than the original estimate of \$258,788, Council is required to approve the final project costs to reallocate the savings to other capital projects.

Motion #23-207**Reallocation of Canada Community-Building Fund Agreement – Edinburg West**

Moved by Councillor Hoffe and seconded by Councillor Pollett that the final costs for Edinburgh West project #89-2023-7985 funded by the Canada Community-Building Fund be approved at \$161,320.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Motion #23-208**Reallocation of Canada Community-Building Fund Agreement – Edinburg East**

Moved by Councillor Hoffe and seconded by Councillor Handcock that the final costs for Edinburgh East project #89-2023-7967 funded by the Canada Community-Building Fund be approved at \$197,167.

In Favour: 6 Opposing: 0

Decision: Motion carried.

G. Committee of the Whole

The Committee of the Whole report was presented by Deputy Mayor Ford.

The Committee of the Whole meeting was held on November 16, 2023. The meeting was chaired by P. Farwell, Mayor. Other members present included: T. Pollett, Councillor; S. Handcock, Councillor; M. White, Councillor; W. Hoffe, Councillor; P. Woodford, Councillor; B. Hefford, Town Clerk; D. Chafe, CAO; J. Blackwood, Director of Planning and Municipal Works; J. Knee, Director of Community Services; H. Lowe, Director of Public Safety & Protective Services/Fire Chief; and K. Hiscock, Director of Corporate Services.

The following items were discussed:

Delegation – NL Health Services, Family Care Team

Debbie Bouzane and Craig Davis with NL Health Services, Family Care Team met with council to provide an update with council for the Family Care Team in Gander. The Family Care Team is a multi-disciplinary team of health practitioners aimed at providing an integrated delivery model for health services for residents. The Team, which could be made up of Family Physicians, Nurse Practitioners, Registered Nurses, Social Workers, Occupational Therapists, Physio Therapists, Pharmacists, and other integrated health providers will strive to provide coordinated health

delivery at a clinic that is both a one stop shop for patient care, but also a navigation portal to access more specialized health services in the primary and tertiary care centers.

The final planning stages for the Gander facility are underway, with some staff being hired and planning for space being taken into consideration.

The representatives also took time to promote Patient Connect. Patient Connect NL is a provincial list of individuals who have identified as being without a Primary Care Provider (Family Doctor or Nurse Practitioner) in Newfoundland and Labrador or will be without a provider in the next 3 months.

The information provided on Patient Connect NL will be used to plan and improve access to primary health care in NL, with the goal of connecting individuals to a Family Care Team in their area. Patients can register online at www.familyconnect.ca or by telephone 1-833-913-4679.

Development Request

Council reviewed a request from Lanes Retirement Living Gander Inc, the successful respondent for Request for Proposals for land located at 141 and 161 Trans-Canada Highway. The company is now preparing to advance a development proposal and has asked to purchase both properties as well as an extension to the negotiating period to allow for adequate planning.

Council was in agreement and was prepared to conditionally agree to sell both properties as well as extend the negotiating period through until March 31, 2024, providing specific conditions are met. These are:

- 1) Approval of a Development Agreement between the developer and the Town of Gander;
- 2) Zoning Compliance; and
- 3) All requirements of the NL Municipalities Act, 1999 being met.

Motion #23-209

Development Request – 141 Trans-Canada Highway

Moved by Deputy Mayor Ford and seconded by Councillor Handcock to approve the conditional sale of 141 Trans-Canada Highway to Lanes Retirement Living Gander Inc. or mutually agreed assigned company for the purchase price of \$25,000 per hectare plus HST subject to the following conditions:

- 1) Approval of a Development Agreement between the developer and the Town of Gander;
- 2) Zoning Compliance; and
- 3) All requirements of the NL Municipalities Act, 1999 being met.

In Favour: 6 Opposing: 0

Decision: Motion carried.

The deadline for these conditions to be met will be set at March 31, 2024.

Motion #23-210

Development Request – 161 Trans-Canada Highway

Moved by Deputy Mayor Ford and seconded by Councillor Woodford to approve the conditional sale of 161 Trans-Canada Highway to Lanes Retirement Living Gander Inc. or mutually agreed assigned company for the purchase price of \$27,027.03 per hectare plus HST subject to the following conditions:

- 1) Approval of a Development Agreement between the developer and the Town of Gander;
- 2) Zoning Compliance; and
- 3) All requirements of the NL Municipalities Act, 1999 being met.

In Favour: 6 Opposing: 0

Decision: Motion carried.

The deadline for these conditions to be met will be set at March 31, 2024.

Still Standing

Council was informed that the airing of Still Standing Episode featuring Gander will air on CBC November 21, 2023, at 9:00 p.m. NL time. A notice to the public was issued by the Communications Officer.

RFP – Robertson Avenue

The Committee reviewed a Draft request for Proposal for infill development on Roberston Avenue. The RFP will require all bids to have a minimum of 18 units to be a qualified bid.

Motion #23-211

RFP – Robertson Avenue

Moved by Deputy Mayor Ford and seconded by Councillor Handcock that the Town of Gander proceed with a Request for Proposal for multi-unit development proposals for the vacant land located on Robertson Avenue.

In Favour: 6 Opposing: 0

Decision: Motion carried.

H. Other Reports

7. ADMINISTRATION

8. CORRESPONDENCE

9. NEW BUSINESS

Fuel Tank

Following a regular service of the bulk fuel tank located at the Public Works Depot it was noted that the tank vacuum was unable to be restored. This is an indication of a leaky outer wall and in an effort to minimize any chance of a fuel leak to the environment it is recommended that the tank be immediately replaced. Three quotes were obtained for the supply and installation of a 2000 gallon above ground double wall tank including a concrete foundation, with the lowest of the quotes being received from Petroleum and Environmental Services with a quoted price of \$25,400 plus HST.

Motion #23-212

Fuel Tank

Moved by Councillor Woodford and seconded by Deputy Mayor Ford that Petroleum and Environmental Services be engaged to supply and install a new 2000-gallon double walled fuel tank at the Public Works Depot for the quoted price \$25,400 plus HST.

In Favour: 6 Opposing: 0

Decision: Motion carried.

10. ADJOURNMENT

Mayor Farwell acknowledged the passing of former Councillor Frank Tibbo.

Motion #23-213

Adjournment

There being no further business, it was moved by Councillor Woodford and seconded by Councillor Handcock that the meeting be adjourned.

In Favor: 6 Opposing: 0

Decision: Motion carried.

The meeting adjourned at 5:14 p.m.

P. Farwell, Mayor

B. Hefford, Town Clerk

SNOW PLAN
TOWN OF GANDER
Revised: November 8, 2023



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APPENDIX

Snow Clearing Street Priority

Plow Routes

Salt Routes

Street Classification

DRAFT November 2023

GOALS

TOWN OF GANDER

DEPARTMENT OF MUNICIPAL WORKS & SERVICES

1. To reduce the hazard of snow and ice covered streets and sidewalks to motorists and pedestrians.
2. To reduce economic losses to the community, caused by workers not being able to get to their jobs.
3. To facilitate the handling of emergencies by Fire, Police and Hospital officials.
4. To provide desired levels of snow clearing service consistently throughout the Town.
5. To ensure economy in the expenditure of resources.

SNOW CLEARING PERSONNEL 2023-24

Doyle Whitt

R. Stoyles
M. Reid
A. Paul
R. Stroud

Deputy Director

Supervisor of Public Works
Supervisor of Building & Fleet Maintenance
Foreman of Water and Sewer
Foreman of Public Works
Foreman of Winter Operations

T. Abbott
E. Branton
J. Cokes
B. Collins
D. Glover
M. Hartery
M. Hill
P. Downer
S. Smart
P. Organ
C. Philpott
M. Power Jr.
J. Stokes
M. Hearn
P. Whitt
M. Wilson
R. Wiseman
S. Harris

H.E.O.
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H.E.O.

J. Clarke
J. Collis
S. Pollard
K. Jenkins

Mechanic
Mechanic
Mechanic
Mechanic

D. Jensen
G. Whitt

Buyer
Administrative Support Clerk

DAY SHIFT

7:30a.m. – 4:00p.m.

Monday – Friday

R. Stoyles

Supervisor

Foreman #1

(Alternate weekly)

H.E.O. #1

H.E.O. #2

H.E.O. #3

H.E.O. #4

(Alternate night shift each week)

H.E.O. #5

H.E.O. #6

H.E.O. #7

Mechanic #1

(Alternate with other mechanics for night shift)

Mechanic #2

Mechanic #3

Mechanic #4

Buyer

Administrative Support Clerk

NIGHT SHIFT

11:30p.m. – 7:30a.m.

Monday – Friday

Foreman #2

(Alternate weekly)

H.E.O. #8

H.E.O. #9

H.E.O. #10

H.E.O. #11

(Alternate with day shift each week)

H.E.O. #12

H.E.O. #13

H.E.O. #14

Mechanic

(Alternate each week)

EVENING SHIFT
3:30p.m. – 11:30p.m.
Monday – Friday

H.E.O. #15 (Alternate with weekend shift)

H.E.O #16

WEEKEND SHIFT
6:00a.m. – 2:00p.m.
Saturday & Sunday

H.E.O. #17 (Alternate weekly with evening shift)

H.E.O. #18

CLASSIFICATION OF STREETS

- Priority 1. Collector Streets – The network of streets that connect various community areas with the commercial areas and with the Provincial Road network. They carry medium to large volumes of traffic at medium speeds.
- Priority 2. Local Streets – A local street primarily carries traffic with an origin or destination along its length. It does not carry through traffic other than to immediately adjoining roads. Traffic volumes and traffic speeds are low. Town owned parking lots (access routes 7m wide). Service road behind Block 4 of Town parking lot. Town owned commercial parking lots.
- Priority 3. Service Roads, Municipal Buildings – Town roads that service the rear of schools, provide access to Municipal Utilities and Parking lots for Municipal Buildings.
- Priority 4. Inside sidewalks.

STANDARDS

1. Collector Streets

- Standard: 80% bare pavement within 12 hours of the end of snowfall or drifting.
- Plowing will be from curb to curb and will continue throughout the storm with each street being done every 4 to 6 hours depending on snowfall and drifting. Markers to aid curb/sidewalk position must be 1 meter from curb/sidewalk.
- Plowing will begin at 5 cm and accumulation will not exceed 10 cm.
- Ice control with salt and sand will be applied on street as necessary to mitigate dangerous driving conditions and achieve bare pavement as required.

2. Local Streets

- Standard: Snow covered; 4 cm maximum.
- Plowing will be from curb to curb and will continue throughout the storm with each street being done every 6 to 8 hours depending on snowfall and drifting. Markers to aid curb/sidewalk position must be 1 meter from curb/sidewalk.
- Plowing will begin at 7 cm and accumulation will not exceed 15 cm.
- Ice control will be limited to sand and salt only when driving conditions are dangerous and at intersections.

Town Owned Commercial Parking

- a) Town Square West (Co-op)
- b) Town Square East (Jumping Bean)
- c) Airport/Armstrong (Corner Pocket)
- d) Airport/Laurell (Subway)
- e) Bennett Service Road (Oasis)
- f) Memorial/Elizabeth (Kelly Corner)

3. Service Roads

- Standard: Snow covered; 5 cm maximum.
- Plowing will be 7 meters wide and will be done as soon as the standards are met for Collector and Local Streets and the snowfall and drifting have stopped.
- School service roads and bus stops will be cleared 60 minutes prior to opening if conditions permit.

4. Street Widening

- Widening or snow blowing will begin on the next regular shift after snow clearing operations are over.
- Snow will be pushed back with a wing plow or blown onto lawns with a snow blower to approximately 1 meter behind the curb, or line of asphalt. If surface is not frozen widening will be curb to curb only, to minimize concrete, lawn, and property damage.
- This operation will follow the street priority list taking into account sidewalk conditions, excessive narrowing, and ongoing garbage collection.
- Some areas may require snow to be removed by truck during this operation.
 - (a) Cul-de-sacs if cleared path is less than 4 meters.
 - (b) Airport Blvd; North side from Fitzmaurice to Memorial.
 - (c) Airport Blvd. South side from Fraser to Sullivan and Memorial to Boyd.
- (b) and (c) will be required if snow cannot be deposited on town ROW
- **73 Memorial Drive to have snow trucked away from snow blower.**

5. Sidewalks

- Will be cleared to a snow covered condition, 4 cm maximum for 80% of width.
- Completed during the street widening operation.
- School zone areas will be done first.

- Outside sidewalks next to the curb will be cleared, using loaders and graders equipped with a side wing plow.
- The inside sidewalks will be cleared with a loader or backhoe with plow/bucket during hydrant clearing process.
- Areas not easily cleared with a wing plow will be cleared with a snow blower.
- Area with two sidewalks and not in the downtown area will have one sidewalk only cleared.
- Sand only will be applied to extremely slippery sidewalks as necessary.

6. Fire Hydrants

- All Hydrants must be equipped with an approval marker to permit identification while snow covered.
- Hydrant clearing will begin immediately following the street widening operation and to be completed within 3.5 business days of a street being widened unless further snow clearing is required.
- Hydrant cleaning will be carried out with a 4x4 backhoe(s) and loader(s) together with maintenance personnel, when available.

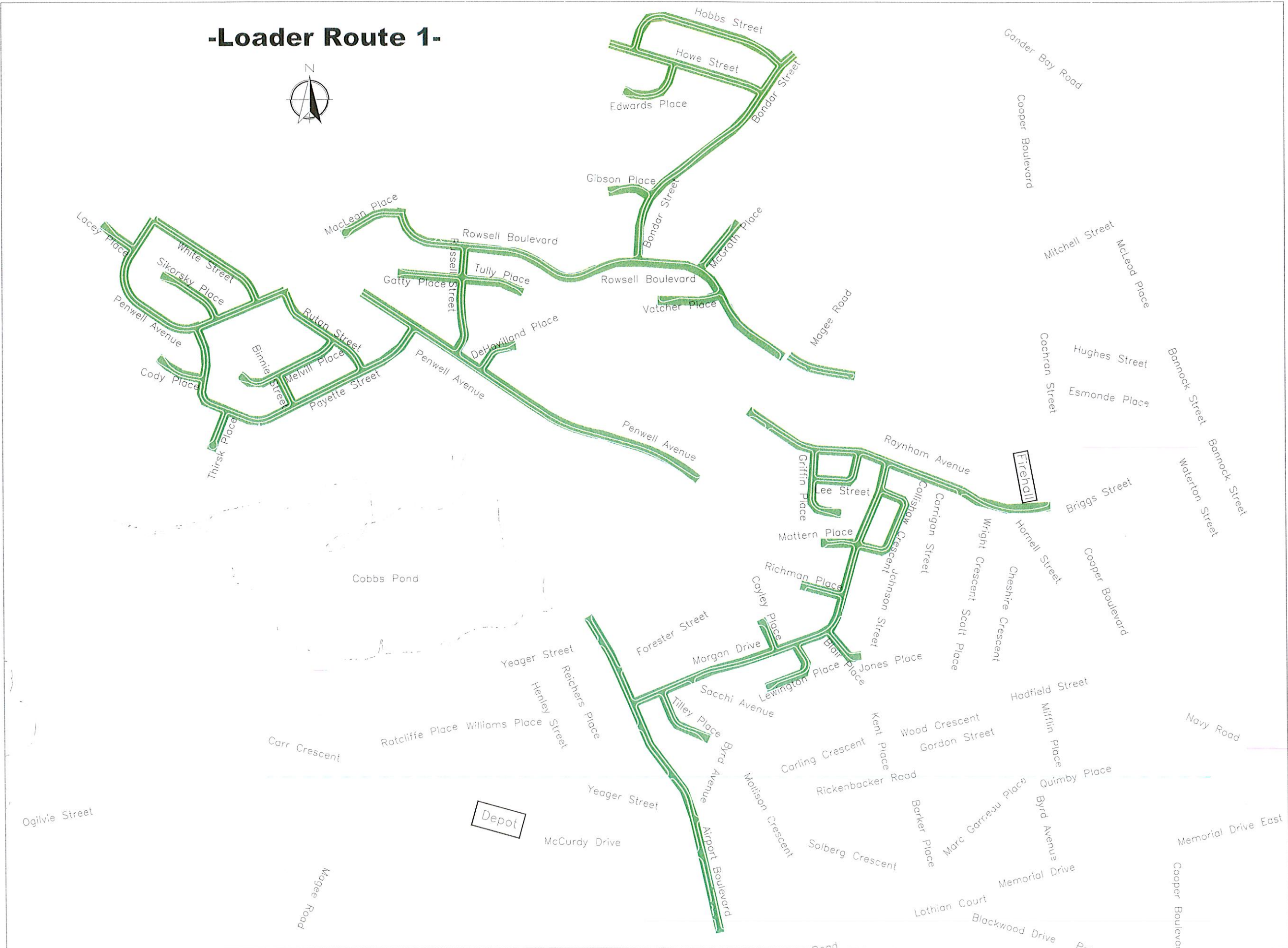
PRIORITY 3 (access roads and parking lots) & 4 ROUTE (inside sidewalk)

1. Fire Hall – Front, Rear and Side
2. Town Hall – Both sides and front entrance
3. Reservoir Road (Off Bell Place)
4. Steele Community Centre, Arts & Culture Centre and Curling Club
5. Water and Sewer Facilities
 - a. Water Treatment Plant
 - b. Wastewater Treatment Plant
 - c. Fire Hall Lift Station
 - d. Cobham Lift Station
 - e. Beaverwood Facility
6. Depot Yard
7. Pumphouse at Gander Lake
8. Depot stock room, rear doors and fuel pumps
9. Cobb’s Pond ATV Drop off

INSIDE SIDEWALKS

1. Robertson Avenue – Gander Mall
2. Pinedo Street – Library

-Loader Route 1-



-Loader Route 2-

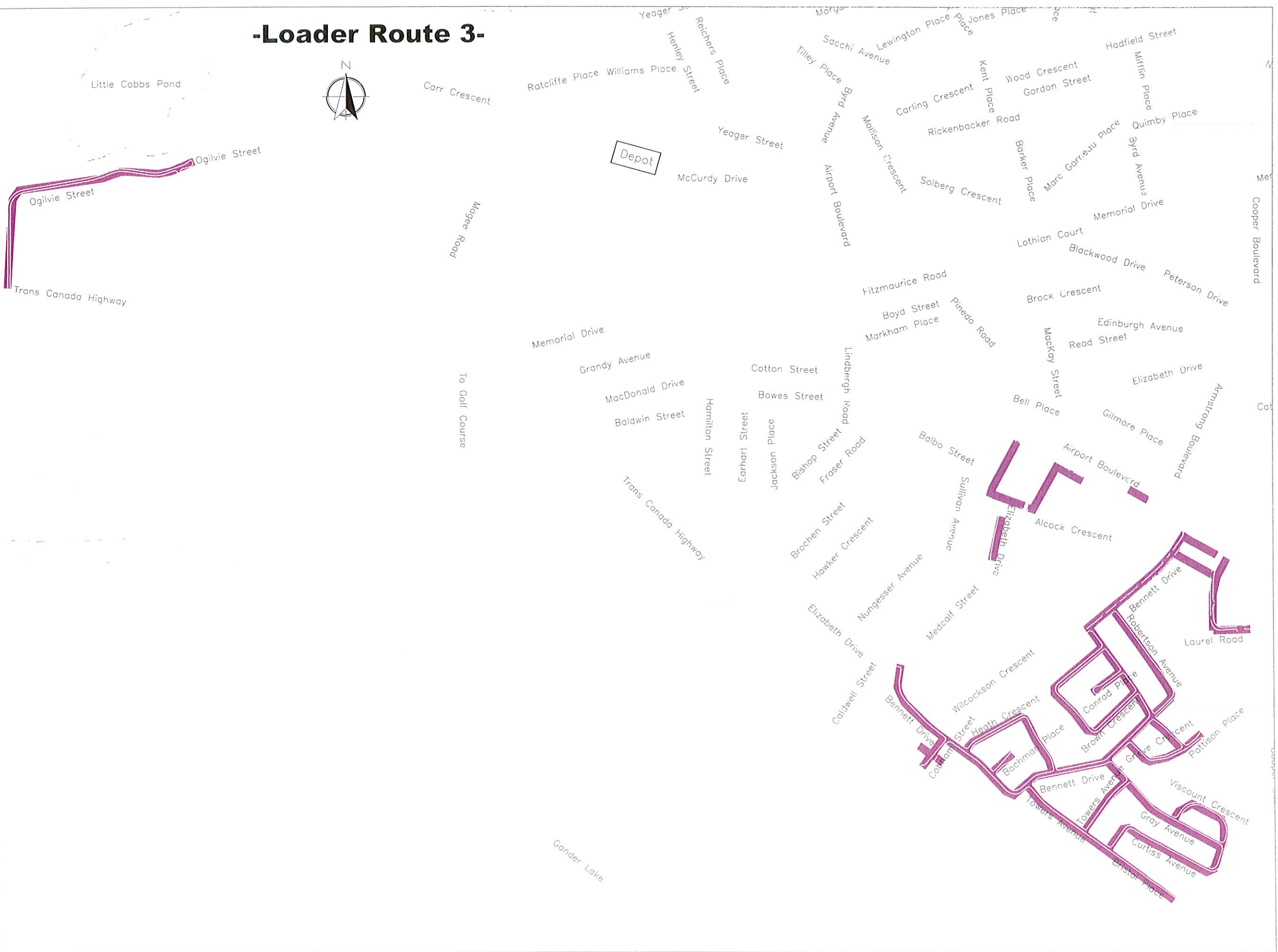


Depot

Firehall

Memorial Drive East

-Loader Route 3-



Little Cobbs Pond

Ogilvie Street

Trans Canada Highway

Depot

Mogee Road

To Golf Course

Gander Lake

-Grader Route 1-



Little Cobbs Pond

Ogilvie Street

Highway

Carr Crescent

Maggee Road

To Golf Course

Depot

Memorial Drive

Grandy Avenue

MacDonald Drive

Baldwin Street

Hamilton Street

Trans Canada Highway

Earhart Street

Jackson Place

Bishop Street

Fraser Road

Brochen Street

Hawker Crescent

Nungesser Avenue

Elizabeth Drive

Caldwell Street

Bennett Drive

Medcalf Street

Wilcockson Crescent

Heath Crescent

Alcock Crescent

Conrad Place

Brown Crescent

Ratcliffe Place

Williams Place

Henley Street

Reichers Place

Yeager Street

McCurdy Drive

Tilley Place

Byrd Avenue

Airport Boulevard

Fitzmaurice Road

Boyd Street

Markham Place

Cotton Street

Bowes Street

Balbo Street

Pinedo Road

Bell Place

Airport Boulevard

Carling Crescent

Rickenbacker Road

Solberg Crescent

Lothian Court

Blackwood Drive

Brock Crescent

Edinburgh

Read Street

Mackay Street

Gilmore

Sacchi Avenue

Molison Crescent

Lewington Place

Kent Place

Wood Crescent

Gordon Street

Blair Place

Marc Garneau Place

Barker Place

Hadfield

Memorial

Blackwood Drive

Edinburgh

Read Street

Gilmore

Airport Boulevard

Alcock Crescent

Conrad Place

Brown Crescent

Forester

Morgan Drive

Blair Place

Jones Place

Place

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Hadfield

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-Grader Route 2-

