

MINUTES

Regular Meeting of Council
Wednesday, December 20, 2023 @ 4:00 pm
Council Chambers

Present:	P. Farwell	Mayor
	B. Ford	Deputy Mayor
	T. Pollett	Councillor
	P. Woodford	Councillor
	S. Handcock	Councillor
	M. White	Councillor
	W. Hoffe	Councillor

Advisory and Resource:

B. Hefford	Town Clerk
J. Blackwood	Director of Planning and Public Works/CAO (A)
K. Hiscock	Director of Corporate Services/Acting Town Clerk (virtual)
J. Knee	Director of Community Services
S. Armstrong	Communications Officer
A. Quilty	Director of Public Safety & Protective Services (A)

Regrets:	D. Chafe	CAO
	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

3. APPROVAL OF AGENDA

Motion #23-220

Approval of Agenda

Moved by Councillor Pollett and seconded Councillor Handcock by that the Agenda for the Regular Meeting of Council on December 20, 2023 be adopted.

In Favour: 7 Opposing: 0

Decision: Motion carried.

4. MINUTES FOR APPROVAL

Motion #23-221

Regular Minutes for Approval

Moved by Councillor Hoffe and seconded by Councillor Pollett that the Minutes from the Regular Meeting of Council on November 22, 2023 be adopted as presented.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Motion #23-222

Special Minutes for Approval

Moved by Councillor Hoffe and seconded by Councillor Pollett that the Minutes from the Special Meeting of Council on December 7, 2023 be adopted as presented.

In Favour: 7 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 December 6, 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:

Gander Heritage Advisory Committee

The Committee reviewed correspondence from the Gander Heritage Advisory Committee regarding the re-establishment of their working group. The Committee felt this was a good idea and would certainly support the Gander Heritage Advisory Committee in their efforts.

Adventure Trail Group Memorandum of Understanding (MOU)

The current MOU between the Town of Gander and the Adventure Trail Group is out of date. The Director presented the revised MOU which will be sent to the group for their signature. Committee feels this is a great partnership and looks forward to the continuation of this trail.

Summer Hockey School Expression of Interest

There were two submissions for the Summer Hockey School Expression of Interest. Impact Hockey was the successful bidder and will be awarded the Summer Hockey School contract for 2024 – 2026. Council would like to thank all the bidders for their interest and looks forward to working with Impact Hockey.

Motion #23-223

Summer Hockey School Expression of Interest

Moved by Councillor Pollett and seconded by Councillor Handcock, that Impact Hockey was the successful bidder and will be awarded the Summer Hockey School contract for 2024-2026.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Come From Away Production 2024

The Committee was very pleased to see the news release that the 'Come From Away' Production will be returning for the 2024 season. The show will run June 28th to September 1st. Council looks forward to working with this group on another fantastic run this summer. For ticket information, please contact the Joseph R. Smallwood Arts & Culture Centre.

2024 NL Winter Games

The Committee is pleased with the progress for the upcoming NL Winter Games taking place in Gander February 24 – March 2, 2024. The Host Committee is seeking volunteers to help make the games a great success. If you would like to volunteer, please email info2024nlwintergames@gmail.com. Every little bit helps.

Variance Report

The Committee reviewed the quarterly variance report for the period ending September 30, 2023. The Community Services Department is on budget with a projected year to date expenditure of \$1,885,500.

Cobb's Pond Rotary Park Lighting

Council continues to work with the Gander Rotary on the Cobb's Pond lighting project. There have been some delays on this project due to supply chain issues, but the department will continue to work with the Rotary on this project.

Upcoming Events

The following events will take place in the coming months:

December 21 st	Steele Community Centre Christmas Coffee Break
December 22 nd -31 st	Christmas Lights Photo Scavenger Hunt
December 23 rd	Christmas Classic Hockey Game
January 5 th – 7 th	Gander Minor Hockey Hot Tub Pros U11 Tournament
January 13 th	Gander Minor Hockey Timbits Jamboree

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 reports that a meeting between local aerospace stakeholders and the Honourable John Abbott, Minister of Department of Transportation and Infrastructure is scheduled for the new year. Gander is ideally positioned to capitalize on opportunities in the aerospace sector from, flight, navigation and maintenance training, to repair and overhaul to manufacturing. The purpose of the meeting is to familiarise Minister Abbott and his staff with the capabilities of the Gander aerospace sector as well as discuss specific files and opportunities for growth.

From a housing perspective, staff continue to work with multiple parties including two larger developers. Land availability and current construction costs remain a challenge. Despite this, it appears that 2024 should be a good year with a selection of housing options coming to the market.

Interest in commercial land is ongoing and positive.

Correspondence – Patient Connect NL

Council recently met with Ms. Debbie Bouzane, Regional Manager for the Family Care Team for the Central Zone to discuss Patient Connect NL.

Patient Connect NL is a provincial list of individuals who have identified as being without a Primary Care Provider. The information provided on Patient Connect NL will be used to plan and improve access to primary health care in Newfoundland and Labrador, with the goal of connecting individuals to a Family Care Team or a primary care provider as soon as one becomes available in their area.

In her letter, Ms. Bouzane provided an online link to the program and encouraged Council to freely share this information. The Committee was advised that the program information has already been shared through our social media channels. The Central Zone Family Care Team is expected to be up and running by early in the new year. More information can be found at <https://healthcareaction.ca/familv-care-teams/>.

Correspondence – Gander Grow Co

The Committee reviewed correspondence from the Chair of Gander Grow Co. seeking an update on their request for land to establish an indoor community market, as well as a financial contribution toward the development of a market study, feasibility analysis and business plan. The CAO advised that the Planning and Public Works department has prepared preliminary drawings of possible sites but requires more time to evaluate each. Also, there has been no formal discussion with other community groups regarding the land request. Additional time is required before Management will be able provide a recommendation. With respect to the financial contribution request, funds are available under the Gander Community Fund. The Committee will wait for Management’s recommendation before deciding on the land request. In the meantime, representatives of Gander Grow Co. will be advised to apply for the funding.

Correspondence – Medical Learner Housing

Council has received correspondence from the Distributed Medical Education (DME) unit of Memorial University’s Faculty of Medicine advising that they are finalizing two new leases for the Gander area. The properties in question will be used to house medical students and residents spending time in Gander as a part of their educational program. The DME thanked Council and staff for our assistance in securing suitable accommodations.

Student Group Study

Council has learned that several post-secondary students have been inquiring about space for group study sessions. Local coffee shops and more traditional venues such as the public library have not been working, mostly due to limited space and afterhours availability. The Committee

has asked Management to explore options including access to areas of municipal buildings and to provide a recommendation. This item has been referred to Management for consideration.

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 December 7, 2023. The meeting was chaired by T. Hancock, Councillor/Chair. Other members present included: M. White, Councillor; P. Woodford, Councillor; H. Lowe, Director of Protection Services/Fire Chief; B. Hefford, Town Clerk; and T. Byrne, Administrative Human Resources Coordinator.

The following items were discussed:

Delegation – Safety Concerns on Mollison Trail to Tracks

A resident attended the Public Safety and Protective Services Committee to discuss his concern with the Mollison Crescent trail to the trailway. For ATVs and skidoos having to travel on three town roads in order to access the trailway creates greater interaction between recreational trail users, automobiles and pedestrians and would like the walkway reopened and the barrier removed.

Deputy Mayor Ford arrived at the Committee meeting at 11:09am.

Councillor Woodford explained that in 2022, Council recommended that the trail between Mollison Crescent and Byrd Avenue was designated as a walking trail and barricades installed to impede motorized vehicles remain in place, while meeting accessibility standards.

The delegation left the Committee meeting.

The Public Safety and Protective Services Committee decided to stand by their previous decision and not reopen the trail.

Policy – A018 Intrusion Alarms at Municipal Buildings

The Director of Public Safety and Protective Services brought forward the A018 Intrusion Alarms at Municipal Buildings for its first reading. The Policy needed the contact information updated.

Motion #23-224**Policy – A018 Intrusion Alarms at Municipal Buildings**

Moved by Councillor Handcock and seconded by Councillor Pollett, that A018 Intrusion Alarms at Municipal Buildings Policy is presented for its first reading as attached.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Military Police – Listing on Municipal Website

The Public Safety and Protective Services Committee reviewed an email from Cpl. Warnock stating that given Gander's sizable military population and the scattered defence properties intersecting Town, he was inquiring if it would be possible to have the Military Police in Gander listed under the emergency services portion on our Town website and possible under the municipal enforcement tab as well.

The Committee has no issues with this, and the Town's website will be updated accordingly.

RCMP Statistics

So far in 2023 Gander RCMP detachment has responded to the following types of offences in the Town of Gander:

Traffic collisions reported	129	
Provincial traffic offences reported	241	Charges laid in 30 % of these calls for service.
Impaired driving offences reported	32	Charges laid in 25% of these calls
Provincial Statute calls	236	

(This category covers mental health, fire protection, trespass, sudden deaths, assistance to other agencies, and are generally not chargeable incidents)

Drug related offences	29
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Mostly calls that cannot be followed up on immediately; a few ongoing investigations may result in charges.

Persons offences	194	Charges laid in over 50% of these incidents.
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(This category includes assault, sexual assaults and family violence complaints)

Property crimes	600	Charges laid in 25 % of these cases.
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(This category includes break and enter, damage to property, fraud and theft)

Police related activities	277
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(This category includes suspicious persons/vehicles, false alarms, persons reported missing and animal calls generally not able to charge in these situations)

Other Criminal Code	172	Charges laid in 45% of these incidents.
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(This category includes fail to comply with Court orders, disturbing the peace, resisting/obstructing a Police officer)

Offensive weapons

11 Charges laid in 72 % of these incidents.

(This category includes firearms, knives, concealed weapons or weapons used in the commission of an offence)

Overall, the RCMP have responded to a total of 2500 calls for service to date within the Town of Gander.

The Public Safety and Protective Services Committee wanted to inform the Town that our Municipal Enforcement Officers only respond to 10% of these calls and they do not attend or deal with criminal offenses.

Department Update for December 2023

The Committee discussed the Department Updates for the month of December. They are as follows:

- Keep the Wreath Green campaign – Starting December 1st and until the end of December we have the wreath outside the fire station. It is lit up with green lights, if there is a residential fire call then a green bulb gets changed to red. If there is a loss of life, then a white bulb replaces a green bulb. We have already responded to Christmas tree lights that shorted out and burnt the plug. Please check all lights and cords when setting them up and using them. Last year there were 5 red bulbs in the wreath.
- Ember our Elf has been visiting GFR and daily pictures have been posted on our Facebook site.
- We are involved with Adopt-A-Family through the Salvation Army, during December.
- We will be assisting with doing a Kettle Day on December 14th at Wal-Mart.
- We did an Electric Vehicle Emergency Response Course with an outside instructor, in November, and did a second course internally, in December, with one of our newer firefighters leading the course. We had 4 electric vehicles in the second course, brought in to look over. 1 was from a private owner, 1 was from the Commissionaires, 1 was from Ford and 1 was from Hyundai. Thank you to the owners and businesses for bringing in the vehicles and helping us learn about some Electric Vehicles.
- Adopt-A-Hydrant campaign will be starting in the new year, January 1st, 2024, with weekly prizes to be won, and will be on-going until March 31, 2024. Participants are invited to submit a picture of the fire hydrant, with the location and hydrant number that was cleared to hlowe@gandercanada.com to be entered for a weekly prize. There should be a one-meter area cleared of snow around the hydrant on all sides and a path to the street. Please refrain from throwing snow onto the street or sidewalk, be aware of traffic and your own safety. Thank you to everyone that keeps their hydrants cleared.
- Reminder that winter parking is on in effect, from November 1st to April 30th, no person shall leave an unattended vehicle upon any highway within the Town between the hours of 12:00 midnight and 8:00 am or impede snow clearing operations at any time.

Variance Report to September 30, 2023

The Committee reviewed the quarterly variance report for the period ending September 30, 2023.

The Public Safety & Protective Services Department is \$40,277 under budget due to Worker's Compensation saving from PRIME program, volunteer numbers not at full strength, and exhaust system not completed in 2023.

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 December 12, 2023. The meeting was chaired by S. Handcock, Councillor/Acting Chair. Other members present included: M. White, Councillor; and J. Blackwood, Director of Planning and Public Works.

The following items were discussed:

Traffic Study – Final Report

The Committee reviewed the 2023 traffic study, prepared by transportation engineers at Englobe Corp. As both residential and non-residential development continue to expand in Gander and with anticipated continued growth expected, Council engaged Englobe to look at ways to proactively improve the transportation infrastructure to the anticipated growth year of 2025. The transportation study focused on six existing intersections and explored opportunities to improve the operations and provide recommendations for improvement as required.

The intersections of focus included Cooper Boulevard @ Raynham Avenue/Briggs Street, Raynham Avenue @ Magee Road, Memorial Drive @ Cooper Boulevard, Laurell Road @ Cooper Boulevard, Markham Place/Lindbergh Road @ Airport Boulevard, and Airport Boulevard @ Armstrong Boulevard.

Traffic counts were collected for each of the six intersections and this information coupled with existing intersections layouts, projected growth information and collision data was used to generate the recommendations for both short and long term upgrades.

Worthy of note was that both Memorial Drive @ Cooper Boulevard and Cooper Boulevard @ Raynham Avenue/Briggs Street showed periods when the current level of service was ranked as F or unacceptable. Council, through their multiyear capital works program, has budgeted funds for traffic calming at these two locations and this report will help guide the work to be undertaken in the 2024 construction season.

Many of the other recommendations from the report will be reviewed early in 2024 with the goal of having prescriptive measures ready for implementation at the start of next construction season to help improve operations and more importantly safety at the six studied intersections.

This report will be made available on the Town’s website for anyone wishing to review.

2024 Waste Transfer Station Dates

The Committee reviewed the proposed dates for the 2024 Waste Transfer Station operation as recommended by the department. As a result of budget constraints, the recommendation for 2024 is to reduce the total number of events from 12 to 10 with an event being scheduled for one Saturday per month, throughout the year, except for February and October. This schedule will be made available on the Town’s website.

Motion #23-225

2024 Waste Transfer Station Dates

Moved by Councillor White and seconded by Councillor Handcock, that the 2024 Waste Transfer Station dates be approved.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Departmental Variance Reports

The Committee was presented with the departmental variance reports for the period ending September 30, 2023. The overall departmental variances with timing adjustments were \$84,933 under budget. Several factors were involved in the savings and overall, the Committee was pleased with the reports and recommends forwarding them to the Corporate Services Committee for their review and consideration.

Central Newfoundland Curbside Waste Audit – October 2022

The Committee was presented with the Central Newfoundland Curbside Waste Audit dated October 2022. This is the fifth audit undertaken since the opening of the facility and the purpose is to assess and monitor the performance of the Sort it Central Program.

Although Gander was one of the only communities showing a consistent decrease in waste generation, there were many areas that the community needs to focus on for improvement. The most prevalent was the volume of organic material being landfilled and the need to put more focus on composting and other means of diversion.

The Committee is recommending that the department work with Central Newfoundland Waste Management and the Multi-Materials Stewardship Board to better inform the residents of Gander on the programs available to help with waste reduction and opportunities for diversion.

Information of how to sort waste is available on the Central Waste Management Authority website at www.cnwmc.com and the Central Newfoundland Curbside Waste Audit report will be made available on the Town's website if anyone wanted to review in more detail.

Multi-Use Trails

The Committee discussed trailways throughout Town and how each one is designated and utilized. Council has received numerous pieces of correspondence regarding the use of these trails with some who feel they should be walking only while others feel motorized sport vehicles should be permitted to utilize these corridors to access the provincial trailway.

Over the years, some trailways have had barricades erected while others had posts installed to keep users off private property. While these measures have had some success, there appears to be considerable differences of opinions throughout the community on how the trails should be utilized. The Committee is recommending that no further action be undertaken until such time as an in-depth assessment can be carried out of the entire trail network throughout town. The goal would be to assign designations to each trail with varied levels of access, develop maps, erect signage, and other public awareness measures to educate residents on each trail's permitted use and utilize enforcement measures to ensure compliance.

The Committee acknowledged that this will be a considerable piece of work to undertake and will require engaging the residents, business community and local user groups to ensure the final plan aligns with the community's needs.

Notable Dates:

- Garbage collection for the Christmas Day & Boxing Day Holidays, observed on Monday December 25th & Tuesday December 26th, both days are rescheduled for collection on Wednesday, December 27th.
- Garbage collection for the New Year's Day holiday, observed on Monday, January 1st, is rescheduled for collection on Wednesday, January 3rd.
- The next Waste Transfer Station date is scheduled for January 6th. The hours of operation are 8 a.m. – 4 p.m.
- Christmas Tree curbside collection will take place the week of January 8th – 12th, on the respective garbage collection day.

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 December 18, 2023. The meeting was chaired by B. Ford, Deputy Mayor. Other members present included: M. White, Councillor; T. Pollett, Councillor; and B. Hefford, Town Clerk/Director of Governance & Legislative Services.

The following items were discussed:

Notices

The Committee reviewed correspondence from a resident regarding the timing of notices. The example that was provided to demonstrate the concern was a water shut off notice from 8:30-noon. The notice did not get issued until after the work began.

Though efforts are made to provide advance notice of service interruptions, the urgency or unpredictability of such events don't always permit notice. However, the Committee accept the constructive feedback and in the spirit of continuous improvement the Director responsible for Communications will work with staff to assess opportunities to improve processes, messaging, and other variable to ensure service notices are as effective as possible. Council has also budgeted for new engagement applications that can allow for improved urgent notice.

Central Northeast Health Foundation Donation Request

The Committee reviewed a year end message from the Northeast Health Foundation. It highlighted many of the valuable projects undertaken in 2023 and outlined some of the exciting areas of focus for the coming year.

The Town of Gander is proud to support the foundation in a variety of ways, including annual participation in the Golf for Health event. We also, thank the volunteer board of directors made of residents of the communities served by:

- James Paton Memorial Regional Health Centre, Gander
- Lakeside Homes, Gander
- Dr. Y.K. Jeon Kittiwake Health Centre, New-Wes-Valley
- Fogo Island Health Centre, Fogo Island
- Notre Dame Bay Memorial Health Centre, Twillingate
- Bonnews Lodge, Badger's Quay
- Along with various community health centres located throughout our region.

The Town of Gander encourages residents to support the efforts of the Health Foundation as they provide vital support to the health facilities, we all depend upon.

Invoice Approval

Referred to Committee of the Whole.

2024 Council Structure and Schedule

The Committee reviewed the 2024 Council Meeting and Committee Schedule. The meeting cycle will continue on a 4-week rotation with the first regular meeting of council schedule on January 17, 2024. There was also a formalization of the committee structure, with some slight modifications resulting from Councillor White's election. Councillor White will be the Chair of Public Safety and Protective Service Committee and Councillor Handcock will Chair the Planning and Public Works Committee.

Motion #23-226

2024 Council Structure and Schedule

Moved by Deputy Mayor Ford and seconded by Councillor Hoffe, that 2024 Council Structure and Schedule be adopted as attached.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Governance & Legislation Variance Report

The Committee reviewed the Variance Report for the Governance and Legislative Services Committee. The Department is projecting a surplus of approximately \$3000, which primarily involved some savings resulting from the by-election in 2023.

Accessibility Plan

The Committee reviewed a draft of the Town of Gander Accessibility Plan. Under the government of NL *Accessibility Act*, all public bodies are required to adopt an Accessibility Plan by December 2023.

The Town of Gander began this process and acknowledge that a comprehensive Accessibility Plan requires community engagement and stakeholder consultation to ensure that the document is reflective of the 'nothing for us without us' philosophy.

Therefore, the cornerstone of the current accessibility plan commitment to a process that will ensure a more detailed and comprehensive plan is undertaken with community consultation, and Accessibility Advisory Committee of Council and other opportunities to ensure that the document

is truly reflective of our community's needs into the future. However, in light of the timeframes to be compliant, this Plan cannot include all those elements.

Motion #23-227 Accessibility Plan

Moved by Deputy Mayor Ford and seconded by Councillor Hoffe, that the Town of Gander Adopt the 2024 Accessibility Plan as attached.

In Favour: 7 Opposing: 0

Decision: Motion carried.

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:

- Evangel Pentecostal Church 75th Anniversary – November 19th
- Gander Art Series (GAS) – November 23rd
- Gander Women's Centre - 16 Days of Activism Flag Raising – November 24th
- Coffee Break with MUN Nursing Students – November 27th
- Town Christmas Tree Lighting – November 29th
- Christmas Around the World – December 8th
- 38th Anniversary of the Arrow Air Disaster Memorial Service December 12th
- Chamber of Commerce 20th Annual Festive Feast – December 14th
- Gander Collegiate Scholarship and Awards Ceremony – December 19th

F. Corporate Services Committee:

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

The Corporate Services Committee meeting was held on December 13, 2023. The meeting was chaired by W. Hoffe, Councillor/Chair. Other members present included: B. Ford, Deputy Mayor; and K. Hiscock, Director of Corporate Services.

The following items were discussed:

Dept. of Municipal and Provincial Affairs – 2023-2026 MYCW

The Committee was presented with correspondence from the Department of Transportation and Infrastructure advising that Council’s request to allocate funds within the Multi Year Capital Works Program was approved.

The Committee recommends and I move the Town of Gander accept the cost-shared funding as outlined in the Department of Transportation and Infrastructure approval letter dated November 22, 2023, to complete the 2023-2026 Multi Year Capital Works Program.

The Town of Gander agrees to provide the municipal share of funding and authorizes the Mayor and Town Clerk to enter into the funding agreement with the Department of Transportation and Infrastructure on behalf of the Town of Gander.

Motion #23-228

Dept. of Municipal and Provincial Affairs – 2023-2026 MYCW

Moved by Councillor Hoffe and seconded by Councillor Handcock, that the Town of Gander accept the cost-shared funding as outlined in the Department of Transportation and Infrastructure approval letter dated November 22, 2023, to complete the 2023-2026 Multi Year Capital Works Program.

The Town of Gander agrees to provide the municipal share of funding and authorizes the Mayor and Town Clerk to enter into the funding agreement with the Department of Transportation and Infrastructure on behalf of the Town of Gander.

In Favour: 7 Opposing: 0

Decision: Motion carried.

MNL – Municipal High Interest Pooled Savings Account

In conjunction with MNL, CIBC is offering a pooled high interest savings account for municipalities to deposit surplus funds. The deposits earn a rate of prime less 1.85% on balances up to \$14.9 million and prime less 1.75% on balances of \$15 million and over.

The Committee was pleased that MNL is working with CIBC to offer this program to municipalities unable to avail of high interest rate accounts. However, due to the Town’s current banking agreement with RBC in which surplus funds earn interest at prime less 1.8% with no minimum balance required, the Committee did not recommend approval of the CIBC offer at this time.

Property Tax Reduction

The Committee reviewed one application for a residential property tax reduction that met Council’s policy based on income criteria. The total amount requested to be adjusted is \$1,063.12.

To date, the Town has issued 29 property tax reductions for a total amount of \$22,653.77.

Motion #23-229

Property Tax Reduction

Moved by Councillor Hoffe and seconded by Councillor White, that the property tax reduction be approved as attached.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Invitation to Quote – Supply Police Equipped SUV Vehicle

The results for the Invitation to Quote for the Supply of a Police Equipped SUV Vehicle were presented to the Corporate Services Committee for consideration. With three bids received, the lowest that met specifications was from Kelly Ford at a cost of \$86,919.24 HST included.

This item is \$6,178.60 under budget.

Motion #23-230

Invitation to Quote – Supply Police Equipped SUV Vehicle

Moved by Councillor Hoffe and seconded by Councillor Pollett, that the Invitation to Quote for the Supply of a Police Equipped SUV Vehicle be awarded to Kelly Ford at a cost of \$86,919.24 HST included.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Invitation to Quote – Soccer Nets

The results for the Invitation to Quote for the Supply and Delivery of Soccer Nets was presented to the Corporate Services Committee for consideration. With two bids received, the lowest that met specifications was from Net World Sports at a cost of \$29,957.40 HST included.

This item is \$12,468.09 under budget.

Motion #23-231

Invitation to Quote – Soccer Nets

Moved by Councillor Hoffe and seconded by Deputy Mayor Ford, that the Invitation to Quote for the Supply and Delivery of Soccer Nets be awarded to Net World Sports at a cost of \$29,957.40 HST included.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Update to Schedule of Rates and Fees 2024

The schedule of rates and fees recently adopted did not include the following line item “Tax Classification 4 (14 Mils)” as it was inadvertently deleted while updating the 2023 schedule of rates and fees. As the tax rates remained unchanged from 2023, there is no financial impact to taxpayers from this omission.

Motion #23-232

Update to Schedule of Rates and Fees 2024

Moved by Councillor Hoffe and seconded by Deputy Mayor Ford, to add “Tax Classification 4 (14 Mils)” to the 2024 schedule of rates and fees, as attached.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Quote for Operation of Waste Transfer Station

The request to extend the current contract with PBO Industrial Inc. for the operation of the Waste Transfer Station from January to December 2024 was presented to the Committee for consideration.

Due to an increase in fuel prices, tipping fees and other associated costs, PBO is not willing to maintain the current contact price and is requesting a 47% increase in fees resulting in a cost of \$7,475.00 per event.

Motion #23-233**Quote for Operation of Waste Transfer Station**

Moved by Councillor Hoffe and seconded by Councillor Pollett, to award the operation of the Waste Transfer Station to PBO Industrial Disposal Inc. at \$7,475 per event including HST for the period of January 1 to December 31, 2024.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Quarterly Variance & Capital Reports

The Committee was presented with the unaudited operating and capital reports for the third quarter of 2023. The operating report indicates a projected deficit of \$94,912 with projected year to date expenditures of \$15.2 million. This deficit will be balanced by utilizing a portion of the surplus carried forward from previous years.

The capital budget reports indicate purchases are slightly under budget by \$79,000 due to unbudgeted revenues received for the sale of equipment and funding for the new ramp installed at Cobb's Pond. Several projects were under budget as well, including repairs to the reservoir siding and amphitheater at Cobb's Pond.

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 December 18, 2023. The meeting was chaired by P. Farwell, Mayor. Other members present included: B. Ford, Deputy Mayor; 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:

Meritorious Service Cross Recipients

David Hein, Irene Sankoff and Michael Rubinoff were presented with a Meritorious Service Cross by Her Excellency The Right Honourable - Mary Simon, Governor General of Canada for their work to imagine, write, develop, produce and present Come from Away on Thursday, December 7, 2023.

The Meritorious Service Decorations recognize great Canadians for exceptional deeds accomplished over a limited period of time that bring honour to our country. They honour achievements in both military and civil divisions. The Meritorious Service Decorations (Civil Division) was established to recognize remarkable contributions in many different fields of endeavor, from advocacy initiatives and health care services, to research and humanitarian efforts.

Council would like to recognize the efforts of these ambassadors of Gander for their commitment to the Come from Away Story and the most recent effort to transform the success of Broadway version into a local legacy of tourism attraction.

New Beginnings Proposal

The Committee reviewed a draft letter of intent to be issued by the Town of Gander to the Community Advisory Board for Housing and Homelessness regarding their New Beginnings Proposal to be located at 59 Elizabeth Drive.

The Town of Gander acquired the property in 2022, identifying it as a strategically located piece of infrastructure that would hold value as a community asset. Council sought input from the community on possible uses, and an expression of interest was issued, resulting in the submission of several concept proposals for consideration.

During this process, the Community Advisory Board for Housing and Homelessness, with their New Beginnings Proposal, was identified as the opportunity with the most potential. This project encompasses transitional housing, housing supports, and short-term emergency options—elements identified as missing links in Gander's housing continuum. The Town has diligently collaborated with the not-for-profit group, engaging in multiple sessions with other levels of government and funders to explore financial options, design considerations, and overall feasibility.

Recognizing the complexity of this project, involving numerous stakeholders, Council is hopeful that their vision of a productive community space can be realized. However, realizing this vision will necessitate a deep commitment from other government partners. Council acknowledges that housing is not a core municipal authority and holds a fiduciary responsibility to the taxpayers of Gander. In the event that a comprehensive financial and operational plan cannot be put in place promptly, Council may need to explore alternative options or offer the property for sale on the open market.

The planning sessions have progressed to a point where the Group wishes to formalize the parameters of this arrangement in a more meaningful way, allowing them to apply for additional funding sources.

Motion #23-234
New Beginnings Proposal

Moved by Deputy Mayor Ford and seconded by Councillor Handcock, that Council approve the issuance of the attached letter of intent, with a deadline of March 31, 2024.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Councillor Hoffe left the meeting at 5:15 p.m.

Freedom Village

The Committee reviewed a draft development agreement for the Little Cobbs Development that has been in process for some time. This project resulted from a 2017 request for proposals and the parties have been advancing negotiations for some time.

Motion #23-235
Freedom Village

Moved by Deputy Mayor Ford and seconded by Councillor Handcock, that the Mayor and Town Clerk be authorized to sign a development agreement with Freedom Village Inc for Little Cobbs Subdivision provided the following conditions are met prior to January 31, 2024:

1. 10% of the purchase price is paid to the Town of Gander as a deposit to be contributed towards the first phase purchase price.
2. The Development Fee to be calculated at \$35.00 per linear meter or road is paid to the Town of Gander.
3. All Public Roads and Road Right of Ways being used to access the development are transferred or assigned to the Town of Gander.
4. All Water and Sewer Right of Ways being used to service the development are transferred or assigned to the Town of Gander.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Invoice Approval

The Committee reviewed an invoice from Stewart McKelvey for legal services rendered. As the invoice is greater than \$25,000, the invoice requires approval by Council.

Motion #23-236
Invoice Approval

Moved by Deputy Mayor Ford and seconded by Councillor Woodford, that the invoice # 91079723 from Stewart McKelvey be authorized in the amount of \$30,601.50 + HST for legal services.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Councillor Hoffe returned to the meeting at 5:19 p.m.

Councillor Pollett left the meeting at @ 5:19 p.m.

Councillor Hoffe declared a possible conflict of interest as his grand daughter is employed with Government Air Services in the Air Ambulance Dispatch Program. The Town Clerk advised that under the Municipal Conduct Act, the definition of relative does not include grand child and in his opinion this relationship would not constitute a conflict of interest.

Motion #23-237
Conflict of Interest

Moved by Councillor Woodford and seconded by Deputy Mayor Ford, that Councillor Hoffe be declared as not being in conflict of interest as a result of his grandchild being employed at the Government Air Services.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Ambulatory Services RFP

The Committee discussed the recent announcement that the Government of NL has released a request for proposal for Road and Air Ambulatory Services. The Town of Gander would first like to state that they are proud of the individuals, work groups, Public Service and Private Sector that have made significant contributions to these vital services from Gander.

The current system is complex and has room for improvement. Presently, we have dedicated staff at the James Paton Regional Memorial Health Centre who serve as vital links in the Road Ambulance system. Additionally, private operators in our region have established a legacy of

providing a responsive critical link from neighboring rural communities and healthcare facilities to the Regional Hub.

Concerning the Air Ambulance system, the government made the logical decision many years ago to centralize the Air Service Division at the Gander International Airport. This has fostered a unique resource in operational efficiency around dispatch services. Moreover, it has cultivated a critical mass around Gander's Centre of Aerospace Excellence, with various private sector specialists advancing investment in infrastructure, expertise, and human resource capacity to supplement core services allowing the system to be agile and responsive.

The Town of Gander has reviewed the Terms of Reference for the Request for Proposal. As a preliminary step, we are requesting meetings with officials to gain a clearer understanding of the details. However, upon initial review, we have concerns.

The following requirements are direct excerpts:

- The MCC (Medical Communications Centre) is located in St. John's, with scheduled renovations expected later in 2024 or early 2025 to accommodate an integrated provincial ambulance system's expanded dispatch requirements.
- Fixed-wing (FW) air ambulance: The air ambulance program's operational focus will be intra-provincial (i.e., Newfoundland and Labrador) medivac patient transport, with the possibility of inter-provincial transport as needed. The required aircraft must be available for medivac services at either program base location of St. John's or Happy Valley-Goose Bay and may be repositioned according to future operational needs managed by the Air Operator.

The Town of Gander expresses initial disappointment regarding the proposed system. Specifically, the two core areas where we currently offer foundational support to the ambulatory system—1) Air Ambulance Dispatch and 2) 24-hour Private Air Ambulance Aircraft—appear to have been overlooked for potential improvement or expansion within the reimagined system. Meanwhile, other aspects, such as the location of the airbases, are mandated to remain unchanged.

In November 2021, in its submission to the Health Accord Task Force, the Town of Gander adopted the following foundational positions on how decisions around healthcare should be undertaken.

1. It must be geographically positioned to best serve the residents as a collective.
2. It must be designed to account for current and future demographics.
3. It must utilize the existing infrastructure in a manner that is practical and fiscally viable.
4. It must effectively interconnect provincial healthcare facilities by leveraging existing transportation infrastructure, including the road and air service networks.

On the surface, it appears that these principles have not been adhered to. The Town of Gander will use this time to consult with stakeholders, engage with officials, and fully comprehend the impacts on our community and region. The goal will be to provide additional comment early in the new year.

The Mayor of Gander voiced significant concerns about the Town's challenges due to what he perceives as a flawed government approach towards the new system. Central to his critique is the assertion that this new system mirrors the same problematic foundations as the current air ambulance system. This is a missed opportunity, emphasizing that Gander's existing strengths, spanning both the public and private sectors, could have been leveraged more effectively. Furthermore, the Mayor expressed alarm that Gander has been overlooked in the reimagined system, potentially leading to job losses and a decline in essential public services for the community and region.

Members of the Public who want to advocate on behalf of the community:

johnhaggie@gov.nl.ca or 709-256-3729.

Councillor Pollett returned to the meeting at 5:47 p.m.

H. Other Reports

7. ADMINISTRATION

8. CORRESPONDENCE

9. NEW BUSINESS

Salvation Army Christmas Kettle

Councillor Woodford would like to extend a message to the community to help support the Salvation Army Christmas kettle campaign located several areas throughout the Town of Gander.

Season's Greetings

Mayor Percy Farwell took a moment to thank his fellow councillors, staff and residents for their support and commitment to the community during 2023. He also wanted to bring Seasons Greetings to all and looks forward to a prosperous 2024.

10. ADJOURNMENT

Motion #23-238

Adjournment

There being no further business, it was moved by Deputy Mayor Ford and seconded by Councillor Pollett that the meeting be adjourned.

In Favor: 7 Opposing: 0

Decision: Motion carried.

The meeting adjourned at 5:58 p.m.

P. Farwell, Mayor

B. Hefford, Town Clerk

**Town Council of the Town of Gander
Policies and Procedures**

Policy Topic: Intrusion Alarms at Municipal Buildings		
Policy No: A018	Motion of Council:	Effective Date:
Section: Adm	Amendment Motion: #08-042	Amendment Date: 02/20/08
	Amendment Motion: #17-249	Amendment Date: 10/25/17
	Amendment Motion: #19-219	Amendment Date: 09/25/19
Issued By: Public Safety and Protective Services Committee		

Policy Statement

In order to protect the physical aspects of the Town of Gander, Council has installed security alarm systems to monitor unauthorized access during times when the buildings are unoccupied. The alarm system shall be activated by the last person leaving the building, and in the event that it is not set, the alarm system is to be programmed to automatically set at the time in which the building is normally vacant. These buildings include the Town Hall, the Fire Hall, the Community Centre, the Water Treatment Plant, the Municipal Works Depot, and the Town=s Water Pump Houses. This Policy has been established to handle intrusion alarms in a proper and timely fashion and to ensure the safety of the physical aspects of the Town of Gander.

Procedures

The alarms are monitored at the Fire Hall and when the alarm is activated, the fire person/dispatcher monitoring the alarm shall proceed as follows:

- a) Normal business hours
 Contact Department via telephone or radio.

- b) After hours
 If the alarm restores within two minutes record the date, time and location of the incident. No telephone call is to be made. Forward the information to the Department on the next regular working day.

When responding to an intrusion at the Water Treatment Plant, no person shall enter the building unless accompanied by a Certified Operator from the Water and Sewer Department.

- c) If the alarm does not restore within two minutes contact one of the following keyholders:
Municipal Enforcement (if they are on duty)
- | | |
|-----------------------|-------------------------------------|
| Town Hall | Director of Planning & Public Works |
| Pumping Station | Deputy Director of Public Works |
| Water Reservoir | Deputy Director of Public Works |
| Water Treatment | Deputy Director of Public Works |
| Community Centre | Director of Recreation |
| Town Depot | Deputy Director of Public Works |
| Sewer Treatment Plant | Deputy Director of Public Works |
- d) If unable to contact the Management personnel designated to the building involved, contact one of the following keyholders:
- | | |
|-----------------------|--|
| Town Hall | Manager of Technical Services |
| Town Hall | Director of Governance & Legislative Services/Town Clerk |
| Pumping Station | Foreman of Water & Sewer |
| Water Reservoir | Foreman of Water & Sewer |
| Water Treatment | Foreman of Water & Sewer |
| Community Centre | Supervisor of Recreation and Facility |
| Town Depot | Supervisor of Public Works |
| Sewer Treatment Plant | Deputy Director of Public Works |
| | Director of Protective Services/Fire Chief |
| | Chief Administrative Officer |
- e) When the keyholder arrives on scene and detects an active intrusion, they shall contact the RCMP-Gander immediately. They shall stay in their vehicle until the RCMP-Gander arrive on scene.
- f) If there are multiple alarms coming from the same building the fire person/dispatcher shall immediately contact the RCMP-Gander.
- g) The keyholder responding shall NOT enter the building, unless it is determined that there is no active intrusion occurring.

Responsibilities

Security Code Administrator

Will be responsible for changing, programming and assigning codes.

Department Heads/Supervisors

Will be responsible for ensuring that the alarms are activated when required.

2024

JANUARY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3P	4	5	6
7	8	9	10	11	12	13
14	15	16	17P	18	19	20
21	22	23	24	25	26	27
28	29	30	31P			

FEBRUARY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
11	12	13	14P	15	16	17
18	19	20	21	22	23	24
25	26	27	28P	29		

MARCH

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10	11	12	13P	14	15	16
17	18	19	20	21	22	23
24/31	25	26	27P	28	29	30

APRIL

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8	9	10P	11	12	13
14	15	16	17	18	19	20
21	22	23	24P	25	26	27
28	29	30				

MAY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8P	9	10	11
12	13	14	15	16	17	18
19	20	21	22P	23	24	25
26	27	28	29	30	31	

JUNE

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5P	6	7	8
9	10	11	12	13	14	15
16	17	18	19P	20	21	22
23/30	24	25	26	27	28	29

JULY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3P	4	5	6
7	8	9	10	11	12	13
14	15	16	17P	18	19	20
21	22	23	24	25	26	27
28	29	30	31P			

AUGUST

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
11	12	13	14P	15	16	17
18	19	20	21	22	23	24
25	26	27	28P	29	30	31

SEPTEMBER

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11P	12	13	14
15	16	17	18	19	20	21
22	23	24	25P	26	27	28
29	30	??				

OCTOBER

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9P	10	11	12
13	14	15	16	17	18	19
20	21	22	23P	24	25	26
27	28	29	30	31		

NOVEMBER

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6P	7	8	9
10	11	12	13	14	15	16
17	18	19	20P	21	22	23
24	25	26	27	28	29	30

DECEMBER

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4P	5	6	7
8	9	10	11	12	13	14
15	16	17	18P	19	20	21
22	23	24	25	26	27	28
29	30	31				

TOWN COUNCIL OF GANDER

2024 Committee Structure Effective: January 2, 2024

COUNCIL

Mayor Percy Farwell
Deputy Mayor Bettina Ford
Councillor Sheldon Handcock
Councillor Wilson Hoffe
Councillor Tara Pollett
Councillor Patrick Woodford
Councillor Marcie White

SENIOR MANAGEMENT

Dermot Chafe Chief Administration Officer
James Blackwood Director Planning & Public Works
Jerry Knee Director Community Services
Kelly Hiscock Director Corporate Services
Harold Lowe Director Public Safety & Protective Services
Brad Hefford Director Governance & Legislation Services/
Town Clerk

COMMUNITY SERVICES COMMITTEE

Chairperson: T. Pollett, Councillor **Wednesday, 9:00 am**
Members: Deputy Mayor B. Ford **Every 4th Week**
W. Hoffe, Councillor **Lancaster Room**

Resource Person(s): J. Knee, Director, Community Services
Brad Hefford, Director, Governance & Legislative Services/Town Clerk
Derm Chafe, CAO

ECONOMIC DEVELOPMENT COMMITTEE

Chairperson: P. Woodford, Councillor **Wednesday, 11:00 am**
Members: T. Pollett, Councillor **Every 4th Week**
S. Handcock, Councillor **Lancaster Room**

Resource Person(s): Derm Chafe, CAO
Brad Hefford, Director, Governance & Legislative Services/Town Clerk

PUBLIC SAFETY & PROTECTIVE SERVICES COMMITTEE

Chairperson: M. White, Councillor **Thursday, 11:00 am**
Members: P. Woodford, Councillor **Every 4th Week**
S. Handcock, Councillor **Lancaster Room**

Resource Person(s): H. Lowe, Director, Public Safety & Protection Services
Brad Hefford, Director, Governance & Legislative Services/Town Clerk
Derm Chafe, CAO

PLANNING & PUBLIC WORKS COMMITTEE

Chairperson: S. Handcock, Councillor **Tuesday, 11:00 am**
Members: M. White, Councillor **Every 4th Week**
Deputy Mayor B. Ford **Lancaster Room**

Resource Person(s): J. Blackwood, Director, Planning & Public Works
Brad Hefford, Director, Governance & Legislative Services/Town Clerk

GOVERNANCE & LEGISLATIVE COMMITTEE

Chairperson: Deputy Mayor B. Ford **Wednesday, 2:00 pm**
Members: Marcie White, Councillor **Every 4th Week**
W. Hoffe, Councillor **Lancaster Room**

Resource Person(s): Brad Hefford, Director, Governance & Legislative Services/Town Clerk
Derm Chafe, CAO

CORPORATE SERVICES COMMITTEE

Chairperson: W. Hoffe, Councillor **Wednesday, 11:00 am**
Members: T. Pollett, Councillor **Every 4th Week**
P. Woodford, Councillor **Lancaster Room**

Resource Person(s): K. Hiscock, Director, Corporate Services
Brad Hefford, Director, Governance & Legislative Services/Town Clerk
Derm Chafe, CAO

COMMITTEE OF THE WHOLE

Chairperson: Mayor P. Farwell **Every 2nd Tuesday, 3:00 pm &**
Deputy Mayor B. Ford **Every 2nd Thursday, 1:00 pm**
Members: All of Council **Every 4th Week**
Council Chambers

Resource Person(s): Brad Hefford, Director, Governance & Legislative Services/Town Clerk
Derm Chafe, CAO
K. Hiscock, Director, Corporate Services
J. Knee, Director, Community Services
H. Lowe, Director, Public Safety & Protection Services
J. Blackwood, Director, Planning & Public Works

PRIVILEGED MEETING OF COUNCIL

Chairperson:	Mayor P. Farwell	At the Call of the Town Clerk
Members:	Deputy Mayor B. Ford	Council Chambers
	All of Council	
	Brad Hefford, Director, Governance & Legislative Services/Town Clerk	
	Derm Chafe, CAO	
	Directors (when required)	

REGULAR MEETING OF COUNCIL

Chairperson:	Mayor P. Farwell	Wednesday, 4:00 pm
Members:	All of Council	Every 4th Week
	Derm Chafe, CAO	Council Chambers
	Brad Hefford, Director, Governance & Legislative Services/Town Clerk	
	Directors	

According to Council policy, members of Council may have representation on various community groups. These groups and their Council representatives are as follows:

Urban Municipalities Group

Councillor Pat Woodford

Central Newfoundland Waste Management Committee

Mayor Percy Farwell

AEF 19 Airfield Engineering Squadron Committee

Councillor Marcie White



Town of Gander Accessibility Plan

Available in alternate format. Please contact the Town of Gander at info@gandercanada.com or 709-651-5900.

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Statement of Commitment

Town of Gander Accessibility Commitment Statement

At the Town of Gander, we are committed to fostering a community that is inclusive, diverse, and accessible to all. Recognizing the importance of accessibility, diversity, and inclusion, we strive to create an environment that removes and prevents barriers, ensuring equitable access to our services, facilities, and information for everyone, regardless of ability.

Our Commitment:

Accessibility for All: We are dedicated to providing equal access to our facilities, programs, and services for all members of our community, regardless of physical or cognitive abilities. We commit to continuously improving accessibility and implementing measures that facilitate inclusivity.

Compliance with Accessibility Act: In accordance with the Accessibility Act, we pledge to adhere to its principles and regulations. Our policies, practices, and procedures will align with the Act's standards to ensure a barrier-free experience for everyone within our community.

Continuous Improvement: The Town of Gander is committed to an ongoing process of improvement in accessibility. We will regularly assess our facilities, services, and communication channels to identify and address any barriers that may exist. Feedback from the community will be actively sought and utilized in this process.

Training and Awareness: We recognize the importance of education and awareness in creating an inclusive environment. Our staff will receive training on accessibility, diversity, and inclusion to ensure they are well-equipped to serve all members of our community with respect and understanding.

Accessible Communication: The Town of Gander is committed to providing accessible information to the public. We will ensure that our communications, including our website, are designed to be inclusive and accessible to individuals of all abilities.

Community Engagement: In our pursuit of accessibility, diversity, and inclusion, we will actively engage with the community. We value the input of residents, businesses, and organizations to guide our efforts and address specific needs and concerns.

Posting of Commitment: This Accessibility Commitment Statement will be prominently displayed on our website, both internally and externally. Additionally, copies will be available in common areas of our workplace to reinforce our commitment to accessibility, diversity, and inclusion.

The Town of Gander is dedicated to creating an environment where everyone can participate fully and contribute to the vibrancy of our community. By embracing diversity and promoting accessibility, we aim to enhance the quality of life for all residents and visitors alike.

Welcome Message / Introduction

The Town of Gander is dedicated to the policy objective of reducing ALL barriers for persons with disabilities. In this commitment, the term "barrier" is defined as anything that prevents a person with a disability from fully participating in society. This definition includes, but is not limited to:

(i) Physical barriers, (ii) Architectural barriers, (iii) Information or communications barriers, (iv) Attitudinal barriers, (v) Technological barriers, and (vi) Barriers established or perpetuated by an Act, regulations, a policy, or a practice.

The Town acknowledges the broad spectrum of barriers that individuals with disabilities may face and aims to address each category comprehensively. By focusing on the reduction of physical, architectural, information, communications, attitudinal, and technological barriers, as well as those perpetuated by legislative or regulatory frameworks, the Town aims to create an inclusive and accessible community for all residents.

This policy underscores the Town's commitment to promoting a society where individuals with disabilities can participate fully, emphasizing a proactive approach to identify, remove, and prevent barriers across various aspects of public life. It aligns with the principles of inclusivity, equal opportunity, and social participation, reflecting the Town's dedication to fostering an accessible environment for everyone.

The NL Towns and Local Service District Act provide the legislative frameworks under which all municipalities in Newfoundland and Labrador operate. In this context, the Town of Gander recognizes its local government responsibility to eliminate barriers across public spaces, programs, and services.

Key areas of responsibility that the Town can consider in its goal of identifying, removing, and preventing accessibility barriers include:

- Public infrastructure
- Town programs and services
- Municipal information, regulations, and policies
- Leadership by example
- Advocacy and partnerships

The Town is committed to working within its jurisdictional authority to deliver accessibility improvements in the community. These efforts aim to complement actions by other regional agencies that play significant roles in improving outcomes for people with disabilities. NL Health Services, Government of NL Departments, Agencies and Commissions. Government of Canada, community associations, commercial and institutional enterprises, and non-profits all directly impact the accessibility of programs, infrastructure, and supports across our community. The Town acknowledges that strong leadership, collaboration, and coordination can help address accessibility challenges throughout the community.

To achieve higher standards in accessible design, programs, and service delivery, the Town recognizes the need to increase its awareness and skills. The following elements represent the nature of accessibility work required from the Town:

Capacity-building: Focused education and training: Increasing staff awareness, skills, knowledge, and competencies will guide accessibility improvements in design and service delivery.

Prevention: Introducing new accessibility design standards: Design policies and standards for facilities, transportation, information, and services will help the Town better integrate accessibility requirements into design processes, avoiding the creation of barriers alongside other project requirements.

Removal: Retroactive accessibility improvements: Many barriers exist due to infrastructure, program and technology design and installation, implementation decisions, and trade-offs made in the past.

Insights: Accessibility data and information: Information related to the community profile, types of barriers, their prevalence, impact, and patterns will help the Town better manage priorities.

Planning, prioritization, and coordination: Project planning and prioritization should occur in an integrated fashion with annual program budget cycles, coordinating with other capital and operational investments and programs to take advantage of synergy opportunities and maximize benefits. The Town must carefully balance a wide range of community interests, resources, and investments to achieve the required accessibility outcomes.

Glossary of Terms

- (a) "accessibility plan" means a plan to address the prevention, identification and removal of barriers in the policies, programs, practices and services of a public body;

- (b) "accessibility standard" means an accessibility standard established in accordance with this Act;
- (c) "barrier" means anything that prevents a person with a disability from fully participating in society, including
 - (i) a physical barrier,
 - (ii) an architectural barrier,
 - (iii) an information or communications barrier,
 - (iv) an attitudinal barrier,
 - (v) a technological barrier, or
 - (vi) a barrier established or perpetuated by an Act, regulations, a policy or a practice;
- (d) "board" means the Accessibility Standards Advisory Board established under section 9;
- (e) "built environment" includes
 - (i) facilities, buildings, structures and premises; and
 - (ii) public transportation and transportation infrastructure
- (f) "disability" includes a physical, mental, intellectual, cognitive, learning, communication or sensory impairment or a functional limitation that is permanent, temporary or episodic in nature, that, in interaction with a barrier, prevents a person from fully participating in society.

Promoting Accessibility Awareness:

ACCESSIBILITY AS A PART OF BROADER Accessibility Framework and Inclusion Value Statement for the Town of Gander:

The Accessibility Framework for the Town of Gander represents a pivotal element in our commitment to community equity and inclusion. It is part of a broader set of evolving actions and priorities aimed at enhancing overall social health and well-being throughout our community. In tandem with planning and program development, we will consistently evaluate how to synergize these diverse yet interconnected initiatives, seeking to maximize impact and resource efficiency.

We recognize that true inclusion requires a holistic approach. As part of our ongoing efforts, the Town is dedicated to establishing an advisory body comprising individuals with

lived experience. This body will play a vital role in guiding the Town and its programs concerning accessibility and inclusion. Their valuable insights will contribute to shaping policies and initiatives that better address the unique challenges faced by individuals with disabilities, ensuring a more inclusive and equitable community.

Advancements to Date

The Town of Gander has made significant achievements in enhancing accessibility within its community. These accomplishments include:

Cobb's Pond Rotary Park:

Installation of accessible features, including accessible playground matting and equipment.

Implementation of a sloped entrance point for the boardwalk near Airport Blvd., ensuring accessibility for individuals with mobility challenges.

Elizabeth Drive Playground:

A commitment to inclusivity by planning and incorporating accessible playground features at the Elizabeth Drive Playground. This demonstrates the town's dedication to providing recreational spaces that cater to the needs of all residents, including those with disabilities.

Strategic Plan Inclusion:

Establishment of accessibility accommodation as a policy objective in the current Strategic Plan. This reflects the town's proactive approach to address accessibility challenges by embedding inclusivity goals into its overarching strategic vision. This is intended to modify all Policy and Regulation to allow accommodation measure to permit discretionary approval from specific policy and regulatory guidelines to accommodate persons with disabilities, ensuring that Regulatory provisions do not present as a barrier to full participation and inclusion on society.

Building Accessibility Act Compliance:

Voluntary inclusion of accessibility features in building renovations to ensure compliance with the Building Accessibility Act. The Town of Gander is actively working to create a barrier-free environment by incorporating accessibility standards into its building renovation projects.

These achievements underscore the Town of Gander's comprehensive efforts to enhance accessibility across various facets of community life, from outdoor spaces and recreational facilities to strategic planning and building renovations. This commitment contributes to the town's goal of fostering a more inclusive and welcoming community for individuals with disabilities.

Accessibility Goals and Focus Areas

Municipal Governance and Decision Making:

Ensuring Accessibility in Municipal Planning is fundamental to enabling people with disabilities in the Town of Gander to fully utilize municipal programs, services, and information. By conducting thorough reviews of existing services, bylaws, and information platforms, and incorporating accessibility considerations into new regulations and service planning, the Town can expand opportunities for participation among individuals with disabilities.

Fostering inclusive government decision-making processes necessitates deliberate actions and dedicated resources to create a supportive environment catering to diverse needs. These intentional efforts will empower all residents, including those with disabilities, to engage more meaningfully in discussions and decisions that directly impact their lives and communities. Through these initiatives, the Town of Gander strives to build an inclusive and participatory community that reflects the diversity of its residents.

Improving the Built Environment:

Developing liveable communities encompasses more than physical modifications; it extends to activities, facilities, housing, road design, walkability, transportation, environmental sensitivities, and supportive services. This approach creates opportunities for social connection, engagement, and overall well-being. Infrastructure and the Built Environment investments must embrace universal design principles, incorporating them into public spaces such as buildings, open spaces, parks, playgrounds, plazas, and streetscapes. Continual development and application of design standards aligned with industry and municipal best practices are essential.

In recognizing the importance of a liveable community, the Town will focus on the following:

Buildings and facilities:

With numerous buildings under its ownership, including major event venues and municipal service facilities, the Town will:

Prioritize accessibility in buildings supporting municipal services such as the Town Hall, park facilities, public works facilities, and Gander Fire Rescue.

Ensuring universal design principles are integrated into public spaces, including buildings, open spaces, parks, playgrounds, plazas, and streetscapes.

Developing and applying design standards aligned with industry and municipal best practices for an inclusive environment.

Transportation and mobility:

Addressing both mobility and accessibility, the Town aims to:

Plan for safer public and private transportation systems.

Incorporate decisions related to rights of way, land use, and development that reduce barriers and effort required to access important destinations and services.

Parks, Open spaces, and Public Areas:

Recognizing the significance of these spaces in contributing to the Town's character, culture, and vibrancy, the Town will:

Maintain parks, public areas, and open spaces with a focus on inclusivity for people of all ages and abilities.

Create opportunities for socializing, recreation, relaxation, play, learning, and connection with nature.

This comprehensive approach aims to create a built environment that not only meets the physical needs of individuals but also contributes to the overall well-being and quality of life for everyone in the community.

Actions / Outcomes

Taking Action:

In our pursuit of inclusivity, a series of short-term actions have been identified to kickstart the implementation of the Accessibility Framework and support the objectives outlined in this document. These actions will be integral to the Town's overarching Accessibility values. Annually, as part of our service planning, capital planning, and project management processes, the Town will actively identify, implement, and integrate accessibility measures. The implementation of this framework, along with reporting on accessibility accomplishments, will be seamlessly woven into our annual reporting cycles. Through these ongoing efforts, the Town of Gander is committed to fostering an accessible and inclusive environment, ensuring that our community is welcoming and supportive for all residents.

Project Identification for 2024-2027 and Past Cycle Update

Include action and outcome items in your plan:

- 1) Establishment of Disability Advisory Committee
 - a. Terms of Reference
 - b. Committee Member Appointment
 - c. Annual Recommendations for Accessibility Priorities
 - d. Consult on Policy Considerations
- 2) Complete a physical Assessment of buildings and facilities for:
 - a. Accessibility Compliance
 - b. Opportunities for voluntary improvements to buildings and facilities in spirit of Continuous Improvement
 - c. Annual Budget Submission
- 3) Evaluate five (5) policies for accessibility impact and recommendations for improvement for accessibility and accommodation.

As per the **Accessibility Act**, an update to your Accessibility Plan is required every three years. Establishing an ongoing evaluation process to assess how your policies and services are influencing accessibility will help to inform your plan updates.

Conclusion

Closing statement outlining your future work and reaffirming that you are:

- Updating the plan every 3 years with ongoing feedback from stakeholders.
- Checking compliance when standards become regulations that require the public body to follow, and update its plan.

**Property Tax Reductions
- Residential -
Year 2023**

Roll Number	2023 Property Tax	% of Reduction	Amount of Reduction	Revised 2023 Taxes
030500100000	\$2,126.24	50	\$1,063.12	\$1,063.12

TOWN OF GANDER
SCHEDULE OF RATES AND FEES 2024

Tax Classification 4 (14 Mils)

- **Professional Service 1** Companies employing skilled trade persons, technicians and/or technical specialists for the upgrade and repair of buildings and ancillary structures, equipment, vehicles etc. operating from a commercial or industrial zone or home-based business which may include integrated space for business administration, storage, and specialized repair work.

Minimum \$500

Examples include:

- Aircraft Maintenance, Repair and Overhaul
- Autobody Shop
- Automotive Repair Garage (may include Autobody Repair)
- Carpentry (excluding new home construction)
- Drafting
- Electrical Contractor
- Handyperson Repair
- Insurance Adjustor
- Mechanical Contractor
- Mining/Mineral Exploration
- Plumbing Contractor
- Property Appraiser
- Property Restoration Specialist
- Refrigeration Contractor
- Roofing Contractor
- Small engine and Appliance Repair
- Welding and Metal Fabrication

Tax Classification 5 (15 Mils)

- **Business 1** Companies that combine two or more components to fabricate or modify components to create a value-added final product. This business class includes integrated onsite and offsite administrative offices, storage structures, maintenance garages, laydown yards and quarries.

Minimum \$500

Examples include:

- Aircraft Overhaul and Modification
- Civil Construction
- New Residential/Commercial Construction (General Contractor)
- General Manufacturing/Industry
- Residential Development

Tax Classification 6 (17 Mils)

- **Professional Services 2** Providers of ancillary, rehabilitative and supportive services healthcare services who are regulated by the Government of Newfoundland and Labrador. Services may be provided from a commercial or industrial zone and licensed health care providers other than medical doctors providing physical and mental rehabilitation services that help return a person to optimal physical and psychological functioning. Services may be provided from a commercial or industrial zone. **Minimum \$500**