

# MINUTES

Special Meeting of Council  
Monday, February 28, 2023 @ 12:00 p.m.  
Council Chambers/Microsoft Teams

**Present:**

<b>P. Farwell</b>	<b>Mayor</b>
<b>T. Pollett</b>	<b>Councillor</b>
<b>G. Brown</b>	<b>Councillor</b>
<b>S. Handcock</b>	<b>Councillor</b>
<b>P. Woodford</b>	<b>Councillor</b>

**Advisory and  
Resource:**

<b>D. Chafe</b>	<b>CAO</b>
<b>B. Hefford</b>	<b>Town Clerk</b>
<b>K. Bull</b>	<b>Deputy Municipal Clerk</b>
<b>K. Hiscock</b>	<b>Director of Corporate Services</b>
<b>J. Blackwood</b>	<b>Director of Planning and Development</b>
<b>H. Lowe</b>	<b>Director of Public Safety &amp; Protective Services</b>

**Regrets:**

<b>B. Ford</b>	<b>Deputy Mayor</b>
<b>W. Hoffe</b>	<b>Councillor</b>
<b>N. Newell</b>	<b>Director of Community Services</b>
<b>K. White</b>	<b>Communications Coordinator</b>

The meeting was called to order at 12:00 p.m.

## Approval of Agenda

The agenda was reviewed and adopted as presented.

Added: Building Age-Friendly Communities Grant Application

## Motion #23-025

### Approval of Agenda

Moved by Councillor Brown and seconded by Councillor Handcock to approve the agenda as presented.

In Favour: 5      Opposing: 0

**Decision:** Motion carried.

## Adoption of Codes of Conduct

**On September 1, 2022 the Government of NL adopted new *Municipal Code of Conduct Act*. The purpose of this Act** is to establish standardized requirements for Council in the Province of NL for foundational elements such as conflict of interest, disclosure of personal interests, conflict resolution, and penalties.

This is a significant modernization of rules and regulations for government municipal councils. However, it also was progressive in that it was far less prescription, requiring municipalities to take independent action to ensure compliance. This provided some flexibility for individual councils to customize their own policies for Code of Conduct to meet the needs of their communities and organizations, provided it contained several required clauses as outlined in the *Act*.

It also set forth specific deadlines for Council's to undertake required action. The first milestone is prescribed in:

**Section 12.** (1) Within 6 months of the coming into force of this *Act*, a council shall establish a code of conduct that applies to all councillors.

And;

**Section 18.** (2) Within 6 months of the coming into force of this *Act*, a council shall establish a code of conduct for municipal officials.

In response, Administration with the active engagement of the Governance and Legislative Services Committee and the Committee of the Whole began the task of a complete revision of the Municipal Codes of Conduct. The Town of Gander is proud that it has had a long-standing Code of Conduct for Councillors and staff. However, took this opportunity for a complete modernization, ensure full compliance to the newly adopted *Municipal Code of Conduct Act*.

This work began in the fall and has had many edits and modifications, ensuring it was suited to the Town of Gander's needs. Above all, this becomes an overarching guidance document for the organization to set corporate values of respect and transparency. Core values that apply not only internally, but also encompassing interactions with residences and external stakeholders.

It is noted that the legislative deadline of March 1, 2023, for adoption was a hard deadline. Therefore, Council acknowledges that the internal engagement process which would typically allow for a first reading, public input, and second reading for adoption is not being followed. However, this is intended to be a living document and should any member of the public wish to engage, please feel free to do so and it will be considered as part of future amendments, which can be undertaken at Council's discretion.

**Motion #23-026**  
**Rescind Code of Ethics Policy P-0008**

Moved by Councillor Brown and seconded by Councillor Pollett that The Code of Ethics Policy P-008 be rescinded.

In Favour: 5      Opposing: 0

**Decision:** Motion carried.

**Motion #23-027**  
**Adoption of Codes of Conduct – Municipal Officials**

Moved by Councillor Brown and seconded by Councillor Handcock that the Code of Conduct – Municipal Officials be adopted as attached.

In Favour: 5      Opposing: 0

**Decision:** Motion carried.

**Motion #23-028**  
**Adoption of Codes of Conduct – Municipal Mayor and Council**

Moved by Councillor Brown and seconded by Councillor Pollett that the Code of Conduct – Municipal Mayor and Council be adopted as attached

In Favour: 5      Opposing: 0

**Decision:** Motion carried.

**Building Age-Friendly Communities Grant Application**

The Department of Municipal Affairs announced funding for municipalities for projects to accommodate the needs of seniors. The grants are for projects up to \$20,000, covering 90% of costs.

The Town of Gander is undertaking several projects to make walkways, trails, and park entrances more accessible and inclusive to the community, specifically for people with mobility needs and seniors.

The Town of Gander proposes a Building Age-Friendly Communities Grant application for the enhancement to existing park entrances and trail surfaces to meet accessibility design specifications and standards. This project will connect neighborhoods, promote active transportation, and generally enhance the quality of life for seniors and other residents with mobility challenges. The Town of Gander has identified a project totaling \$30,000.

**Motion #23-029**

**Building Age-Friendly Communities Grant Application**

Moved by Councillor Brown and seconded by Councillor Handcock to apply for the Building Age – Friendly Communities Grant in the amount of \$20,000 for the enhancement to existing park entrances and trail surfaces to meet accessibility design specifications and standards.

**Motion #23-030**

**Adjournment**

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

In Favour: 5      Opposing: 0

**Decision:** Motion carried.

The meeting adjourned at 12:16 p.m.

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**P. Farwell, Mayor**

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**B. Hefford, Town Clerk**