

MINUTES

Regular Meeting of Council
Wednesday, April 13, 2022 @ 4:00 pm
Council Chambers/Microsoft Teams

Present:

P. Farwell	Mayor
B. Ford	Deputy Mayor
G. Brown	Councillor
S. Handcock	Councillor
W. Hoffe	Councillor
P. Woodford	Councillor

**Advisory and
Resource:**

D. Chafe	CAO
B. Hefford	Town Clerk
K. Hiscock	Director of Corporate Services (Virtual)
J. Blackwood	Director of Planning and Development (Virtual)
N. Newell	Director of Community Services (Virtual)
T. Barron	Director of Municipal Works (Virtual)
H. Lowe	Director of Public Safety & Protective Services (Virtual)
K. White	Communications Officer (Virtual)

Regrets:

T. Pollett	Councillor
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1. CALL TO ORDER

The Meeting was called to order at 4:00pm.

2. VISITORS/PRESENTATIONS

CAMA Long Service Awards

The Mayor presented Dermot Chafe, CAO with a Canadian Association of Municipal Administrators (CAMA) Long Service Recognition Award for his 20 years of service in Municipal management.

National Organ and Tissue Donor Awareness Week Proclamation

The Mayor proclaimed April 24-30, 2022 as Organ and Tissue Donor Awareness Week in the Town of Gander.

Volunteer Week Proclamation

The Mayor proclaimed April 24-30, 2022 as Volunteer Week in the Town of Gander.

3. APPROVAL OF AGENDA

Motion #22-043

Approval of Agenda

Moved by Councillor Woodford and seconded by Councillor Brown that the Agenda for the Regular Meeting of Council on April 13, 2022 be adopted.

In Favour: 6 Opposing: 0

Decision: Motion carried.

4. MINUTES FOR APPROVAL

Motion #22-044

Regular Minutes for Approval

Moved by Councillor Brown and seconded by Deputy Mayor Ford that the Minutes from the Regular Meeting of Council on March 16, 2022 be adopted as presented.

In Favour: 6 Opposing: 0

Decision: Motion carried.

5. BUSINESS ARISING FROM PREVIOUS MINUTES

None.

6. REPORTS – STANDING COMMITTEES:

A. Community Services Committee:

The Community Services report was presented by Councillor Pollett.

The Community Services meeting was held on March 29, 2022. The meeting was chaired by T. Pollett, Councillor. Other members present included: B. Ford, Deputy Mayor; W. Hoffe, Councillor; G. Brown, Councillor; N. Newell, Director of Community Services; D. Chafe, CAO.

The following items were discussed:

Art Procurement Policy

The Committee reviewed the proposed changes to Policy D006, Art Procurement Policy. There were several changes throughout the policy to clarify the eligibility, adjudication, acquisition, and public display of art pieces. It was also noted that this policy was previously under the Development Department and will now fall with the Community Services Department, therefore the Policy Number will change.

This is the second and final reading.

Motion #22-045

Art Procurement Policy

Moved by Councillor Pollett and seconded by Councillor Brown that the amendments to Policy D006, Art Procurement, be accepted as attached and that the policy number be changed to R025.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Kiwanis Music Festival Sponsorship

The Kiwanis Club of Gander has requested sponsorship for the 44th Annual Kiwanis Music Festival. The festival will be held virtually, however, they are still requesting sponsorship, as this event is a large undertaking with many expenses. Normally this sponsorship would fall under the Grants, Subsidies, and In-kind Services Policy for tournament hosting but since it is virtual and not being hosted in the community, it is outside of policy. The Committee is recommending sponsoring this event even though it is being held virtually.

Motion #22-046

Kiwanis Music Festival Sponsorship

Moved by Councillor Pollett and seconded by Councillor Brown that a sponsorship of \$150 be provided to the 2022 Kiwanis Music Festival under the Grants, Subsidies, and In-kind Services Policy.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Dog Park Winter Use

The Committee reviewed correspondence from a group of residents regarding ice at the dog park during the winter months. They have indicated that the inside of the dog park and around the entrance gate has become very slippery which is dangerous for both dogs and owners. They suggested the Department provide buckets of sand that users could apply themselves. The Director explained that the Department does not have staff in the winter to maintain Cobb's Pond Rotary Park which includes the dog park, however, staff can go down periodically to apply sand near the gates. The Committee felt this was reasonable for this year, but it should be considered as another reason to keep the park open and maintained year-round.

Councillor Woodford suggested a User Group Committee. Deputy Mayor Ford noted we are a unionized workplace, and all Collective Agreements must be reviewed to ensure user groups are not in violation of any of the agreements.

Adventure Trail Group Update

The Committee reviewed correspondence from the Adventure Trail Group. As part of their memorandum of understanding with the Town of Gander, they are required to submit a report outlining their past year. The volunteers had a very successful year in 2021 and were able to clearly mark and widen the trail, and appropriate signage is ready to be installed later this spring. They have also applied for funding and are thankful to the Town of Gander for their support on this project to date. They are looking forward to another successful year.

Newfoundland T'Railway Membership

An invoice in the amount of \$100 for annual membership with the Newfoundland T'Railway Council was received. The T'Railway is used by hikers, cyclists, cross-country skiers, snowmobilers, and ATV riders. The Committee agreed with the approval of this invoice and the Director noted that funding is available in the Department's budget.

Councillor Woodford asked the Committee to outline the benefits of being a paid member of the T'Railway. The Committee advised that the membership fees are used to maintain and upgrade the T'Railway for user safety and comfort.

Canadian Heritage - Celebration & Commemoration Program Funding

The Director advised that the Department received a funding grant for \$4,700 under the Celebration and Commemoration Program, 2022 Platinum Jubilee of Her Majesty Queen Elizabeth II Component. This will be used to plan an afternoon tea to celebrate her Majesty Queen Elizabeth II on April 21st. Any citizen who would like to attend can call 651-5927 to register. There are a limited number of tickets available.

Come Home Year 2022 Cultural Funding

The Director advised that the Department was successful in receiving \$12,000 in funding as part of the Come Home Year 2022 Cultural Funding program. This will be used by the Department for a Land'er in Gander – 70 years of Progress project. The project will be overseen by a volunteer working group committee who will determine the themes and will develop a call for artworks which will be released to the public. The intent is to produce original paintings which will be displayed at the Steele Community Centre, by working with local artists, drawing from historical themes through the 70 years of the current Townsite. The Committee agrees with accepting this funding.

Motion #22-047

Come Home Year 2022 Cultural Funding

Moved by Councillor Pollett and seconded by Deputy Mayor Ford to ratify the Committee's decision to accept the funding in the amount of \$12,000 for the Come Home Year 2022 Cultural Funding program.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Deputy Mayor Ford and Councillor Brown left the meeting due to conflict of interest.

2022 Community Partnership Fund

The Community Partnership Fund Committee reviewed the applications for the Community Partnership Fund. They are recommending awarding the following 18 grants for 2022 totaling \$33,100.

Group	Amount
1st United Scouting Gander	\$ 1,700.00
Airials Active Wellness Centre	\$ 1,500.00
Airport Nordic Ski Club	\$ 4,000.00
Baseball Gander	\$ 1,000.00
BGC Gander	\$ 4,000.00
Branch Navy League Gander	\$ 450.00
Community Youth Network	\$ 1,550.00
Gander Community Tennis Association	\$ 4,000.00
Gander Lakers Swim Club	\$ 1,000.00
Gander Minor Soccer	\$ 1,850.00
Gander Minor Softball	\$ 1,000.00
Gander Status of Women Council	\$ 1,250.00

Gander Wings Special Olympics	\$	900.00
Kikmanaq Indigenous Cultural Revival Association	\$	750.00
Salvation Army Community & Family Services	\$	1,550.00
SPCA	\$	1,000.00
Senior/Family Play Area	\$	1,600.00
Thomas Howe Forest Foundation Inc.	\$	4,000.00

Motion #22-048**2022 Community Partnership Fund**

Moved by Councillor Pollett and seconded by Councillor Handcock that the above groups recommended for funding be approved with the amount of funding being disbursed totalling \$33,100.

In Favour: 4 Opposing: 0

Decision: Motion carried.

There was a question whether the Gander Community Tennis Club and the Senior/Family Play area was the same organization. The CAO is satisfied with the Policy.

The Community Partnership Fund Committee had suggestions for next year and they included any groups receiving additional funding from the Town of Gander should be included in the municipal deduction, and a deduction done for financial need based on their operating budget. The Director will review these suggestions for changes to the policy. The Community Services Committee also discussed increasing the budget for 2023.

Deputy Mayor Ford and Councillor Brown rejoined the meeting.

Childcare Needs Assessment Survey

The Director presented the results from the Childcare Needs Assessment survey. The survey included 127 responses. The results indicate that:

- Families would avail themselves of regulated childcare in the community
- Many parents are forced to be placed on a waitlist for childcare, and
- Childcare needs range from full-time, part-time and after-school care.

The Committee is pleased with the completion of the survey and asked that the survey results be put on the Town of Gander website for any interested individuals to access.

Upcoming Events

The Committee reviewed the attached upcoming events listing. The Director noted that the ice season has been extended for an extra week this year (until May 1st), and anyone interested in booking ice time is asked to contact the Steele Community Centre, Administration Office at 651-5927.

B. Municipal Works & Services Committee:

The Municipal Works & Services Committee report was presented by Councillor Woodford.

The Municipal Works & Services Committee meeting was held on March 30, 2022. The meeting was chaired by P. Woodford, Councillor. Other members present included: T. Pollett, Councillor; S. Handcock, Councillor; W. Hoffe, Councillor; D. Chafe, CAO; T. Barron, Director of Municipal Works & Services; B. Hefford, Town Clerk; G. Whitt, Administrative Support Clerk.

The following items were discussed:

Vehicle Charging Station – takeCHARGE

NL Power's takeCharge program is inviting businesses and municipalities to apply for EV charging station hosts, in designated locations throughout the province as outlined in the attachment. While the Town of Gander does not qualify under their list of areas, it was suggested that the Town take a proactive approach and begin discussions on strategic locations to host a charging station. The Committee agrees electric vehicles will be prevalent in the future and recognizes the importance of being prepared for funding opportunities as they arise.

Clean and Safe Drinking Water Workshop – Water Conference

The Department of Environment and Climate Change hosted their annual Clean and Safe Drinking Water Workshop in Gander March 22nd – 24th. The conference provided an opportunity for those in the field of water treatment to attend technical presentations, hands-on demonstrations covering various operation and maintenance activities, and treatment options that are vital to ensuring the delivery of clean and safe drinking water. Attendees had the opportunity to meet with equipment suppliers and network with peers throughout the province.

The Town of Gander's Water and Sewer departmental staff attended this free educational event that was generously hosted by the province.

Municipal Awareness Day/Week – Proposed dates May 9th – 13th.

The Director informed the Committee that the proposed dates for the annual Municipal Awareness Day/Week are May 9th – 13th.

Should the provincial restrictions for Covid-19 remain lifted, the Town will explore participating in interactive activities with primary/elementary school age children. Community engagement activities will be announced as details are finalized.

Notable Dates

- Upcoming Transfer Station events on McCurdy Drive are scheduled for April 23rd and May 7th. Hours of operation are 8 a.m. – 4 p.m.
- Garbage collection for the Good Friday Holiday will be collected on Thursday, April 14th.

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.

C. Public Safety & Protective Services Committee:

The Public Safety & Protective Services Committee report was presented by Councillor Handcock.

The Public Safety & Protective Services Committee was held on March 31, 2022. The meeting was chaired by S. Handcock, Councillor. Other members present included: G. Brown, Councillor; P. Woodford, Councillor; T. Pollett, Councillor; D. Chafe, CAO; A. Quilty, Director of Protective Services/Fire Chief (A); L. Small, Administrative Assistant.

The following items were discussed:

Ogilvie Street/Little Cobb's Pond Boardwalk

The Committee reviewed correspondence suggesting that the trail to Little Cobb's Pond Boardwalk be converted to a slightly elevated crushed stone walkway. The Committee had recently met with residents of Ogilvie Street to discuss safety concerns surrounding the snow clearing of the boardwalk out to Little Cobb's Pond by residents. There were close calls being cited by snow machine drivers not being aware of one section of the boardwalk that had created a hazard.

Council appreciates the input and will continue to work towards a solution that enables safe use of the boardwalk while eliminating any hazards due to snow clearing.

Forest Fire Buffer

The Committee received correspondence from a resident citing concerns in the event of a forest fires close to certain wooded areas of town such as the new long-term care facility, CONA and Ogilvie Street. They suggested a buffer be established around the community.

The Town will be participating in the Fire Smart Program once again as it has done prior to Covid-19. This program is designed to help municipalities mitigate brush fires and home safety etc. during the dry summer season. Information on this program can be found at www.firesmartcanada.com.

Markham/Lindberg/Airport Intersection

This intersection, which has been in flashing yellow light mode, will soon be returning to a normal traffic light sequence but it may be prudent to determine whether the flashing yellow is working better before it is changed back.

The Chair requested that Municipal Enforcement provide any input they may have or can monitor on this intersection since it has been in flashing yellow mode and report back to Committee.

Department Activity Report

FireFit Regional Championship 2022

The FireFit Regional Championship will be held in Gander on July 16th & 17th at the Kelly Ford parking lot on Laurel Road. This is an exciting event to watch and will see approximately 60 -80 participants from all over Canada compete to move on to the Worlds and Canadian championship in Alberta. Anyone wishing to volunteer with the event can contact Dave Shea at davefshea@gmail.com or call 256-8887.

Adopt-A-Hydrant

In the initial contest promotion, the email address for the contest was incorrectly advertised on the radio so the Town would like to apologize to anyone who may not have received a response to a contest entry. The Adopt-A-Hydrant Program has now concluded for the season; it was very successful and the Town of Gander once again thanks all those who cleared the hydrants this past winter and continue to do so.

New Fire Truck

The new pumper truck was put into service on March 16th with the water transfer, pushing of the truck into the station and blessing by the Fire Department chaplain.

Covid 19 Protocol

Due to the rise in Covid-19 cases, the Fire Hall building is still closed to the public and staff are continuing to wear masks in the station, during training and at emergency calls.

D. Planning & Development Committee:

The Planning & Development Committee report was presented by Councillor Brown.

The Planning & Development Committee meeting was held on April 5, 2022. The meeting was chaired by G. Brown, Councillor. Other members present included: B. Ford, Deputy Mayor; S. Handcock, Councillor; T. Pollett, Councillor; W. Hoffe, Councillor; J. Blackwood, Director of Planning & Development; D. Chafe, CAO; B. Hefford, Town Clerk; D. Quinton, Economic Development Officer.

The following items were discussed:

Economic Development Update

The Economic Development Officer provided the Committee with a status update on various developments and initiatives currently being pursued. Despite a sense of optimism for the upcoming year, concerns over the impact of the ongoing pandemic, rising cost, and labor supply issues remain.

The Committee agrees that a recent increase in both the home-based and commercial sector business registration is a welcome sign that things are beginning to return to normal. Of note is the increase in business occupancy in the downtown area with several new businesses opening in previously vacated buildings.

With respect to new business activity in Town, the Committee is pleased to see such variety of new business types setting up in the community. They feel that these new offerings, along with existing goods and service providers, will further solidify Gander's role as a key commercial and retail hub for Central Newfoundland.

The Committee encourages citizens to support all our great businesses by continuing to shop local.

60 Elizabeth Drive

Council has received an application to occupy the building at 60 Elizabeth Drive for the purpose of storage/office occupancy. It was noted that, in addition to the office and storage component, there is proposed overnight accommodation provided for staff only.

The property is zoned Town Centre because of a recent zoning change which was in the newly implemented Municipal Town Plan and Development Regulations and the above uses, except for office, are not listed as permitted or discretionary at that site.

As a result of this change, the existing business at this address is now considered a legally existing non-conforming use. Council, at their discretion, may vary the existing use of a non-conforming property to another use, that in Council's opinion, is more compatible.

After carefully reviewing the application at 60 Elizabeth Drive, the Town Centre Zone Policy and the intent as defined in the 2019-2029 Municipal Town Plan and Development Regulations, the Committee feels that the proposed use is more compatible than the existing non-conforming use.

Motion #22-049
60 Elizabeth Drive

Moved by Councillor Brown and seconded by Councillor Hancock that a notice of non-conforming use at 60 Elizabeth Drive be advertised as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Driveway – 94 Memorial Drive

The Committee reviewed correspondence from the owner of 94 Memorial Drive requesting approval from Council to install a circular driveway at that property. In the 2019-2029 Town of Gander Development Regulations Under section 4.24, provision 8 provides Council the discretion to permit circular driveways.

Motion #22-050
Driveway – 94 Memorial Drive

Moved by Councillor Brown and seconded by Deputy Mayor Ford that the owner of 94 Memorial Drive be permitted to install a circular driveway as indicated in the attached sketch as supplied by the homeowner dated March 6, 2022.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Accessory Building – 28 Rowsell Boulevard

The Committee reviewed a building permit application from the owner of 28 Rowsell Boulevard for an accessory building property measuring 71.7M² and 6.05M in height. The requested size exceeds the maximum permitted under the accessory building regulations adopted by Council on April 28, 2021, by 3.6% and the requested height by 10%. The requested height variance was advertised with no objections being received by the advertised deadline.

The department has reviewed the request and advises that the application, if approved as presented, would meet all the required side yards, rear yards and building separations.

Motion #22-051

Accessory Building – 28 Rowsell Boulevard

Moved by Councillor Brown and seconded by Councillor Handcock that building permit application #22019 be approved as presented.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Home-Based Business – 30 Memorial Drive

The Committee reviewed a Home-Based Business application from a resident at 30 Memorial Drive. The applicant is seeking Council’s permission to operate TyNew Contracting Limited, a home-based office providing residential renovation and contracting business from that property.

The property is in a residential medium density zone where a home-based business is permitted as a discretionary use. Discretionary use notices were advertised with no objections being received by the advertised deadline.

Motion #22-052

Home-Based Business – 30 Memorial Drive

Moved by Councillor Brown and seconded by Councillor Handcock that TyNew Contracting Limited be permitted to operate from 30 Memorial Drive.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Home-Based Business – 8A Memorial Drive

The Committee reviewed a Home-Based Business application from a resident at 8A Memorial Drive. The applicant is seeking Council’s permission to operate Gaia Band, a home-based custom jewelry business from that property.

The property is in a residential medium density zone where a home-based business is permitted as a discretionary use. Discretionary use notices were advertised with no objections being received by the advertised deadline.

Motion #22-053**Home-Based Business – 8A Memorial Drive**

Moved by Councillor Brown and seconded by Deputy Mayor Ford that Gaia Band be permitted to operate from 8A Memorial Drive.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Engaging New Clients

The Committee was made aware of a business that was establishing itself in Gander however, had not contacted the municipality. The Committee discussed how the Town could be more proactive in engaging new clients to reach out to the municipality as a first point of contact so support and guidance could be provided. It is recommended that the department reach out to the local Real-Estate Agencies and the Chamber of Commerce to see if better communication between those organizations and the Town could provide a more complete service for new businesses wishing to establish themselves in Gander.

Morgan Drive Sidewalk – 5 Year Capital Plan

The Committee discussed the overall condition of the streets and sidewalks throughout town and how this past winter and how the extreme freeze thaw cycles have been particularly damaging to municipal infrastructure. The Morgan Drive sidewalk was discussed, and the Director advised that it was not scheduled for recapitalization until 2026. The Committee is recommending that this piece of work be re-evaluated during the annual capital plan review process and be brought forward for Council's review and consideration. The department will also work with the Municipal Works Department to identify any immediate safety concerns that should be addressed within this construction season.

Multiuse Trail – Provincial Long-Term Care Facility

During the construction of the new Long-Term Care Facility located off Magee Road, the existing multi-use trail had to be temporarily relocated to facilitate construction. Since that time, Council has been working with officials from the Department of Transportation and Infrastructure on permanently relocating the trail to avoid the recent development and to minimize the potential for future conflicts. The Director advised that he would be meeting with Provincial officials soon and hopes the project will be completed within this construction season.

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 April 6, 2022. The meeting was chaired by B. Ford, Deputy Mayor. Other members present included: W. Hoffe, Councillor; G. Brown, Councillor; T. Pollett, Councillor; S. Handcock, Councillor; B. Hefford, Director of Governance & Legislative Services/Town Clerk; K. Bull, Deputy Municipal Clerk; D. Chafe, CAO; K. White, Communications Officer.

The following items were discussed:

Council Rules of Procedure

An updated Rules of Procedure was presented to the Committee for review. There are several minor updates to ensure the document is current. The Town of Gander Council Rules of Procedure is being presented for 1st reading.

Committee of the Whole Terms of Reference

The Committee of the Whole Terms of Reference was presented to the Committee for review. There are several minor updates to ensure the document is current. The Committee of the Whole Terms of Reference is being presented for 1st reading.

If a member of the public would like to provide input on the Committee of the Whole Terms of Reference, please direct any comments to the Director of Governance and Legislative Services in advance of the second reading and adoption on June 8, 2022.

Ramadan

The Town was approached by residents of Muslim faith who were looking for a building to use as a place of worship. The Town has provided space in the community building at Cobb's Pond Rotary Park. Members of the Muslim community are pleased with this arrangement, and Council was pleased to be able to assist the group. Council is interested in meeting with the group.

Active Transportation Fund

The Federal Active Transportation Fund provides funding to municipalities to invest in projects that build new and expanded networks of pathways, bike lanes, trails and pedestrian bridges. The Town has applied for funding to expand a walking trail from Cooper Boulevard to Gander Elementary. The estimated cost of this project is \$90,299.15. The Federal contribution is 60%, which equals \$54,179.59. The Town of Gander will be responsible for the remaining \$36,119.56.

Motion #22-054

Active Transportation Fund

Moved by Deputy Mayor Ford and seconded by Councillor Brown that the Town Clerk and Mayor be authorized to apply for funding to extend the multi use trail on Cooper Blvd.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Land Sale, 305 Baird Place

The property owner of 305 Baird Place has applied to purchase vacant land at 305 Baird Place, which is located in the Gander Business Park. The land has been appraised and made available to the public for sale and development. Upon receiving the inquiry from the prospective buyer, a Public Notice of Council’s Intent to Sell was issued and no other interested parties came forward.

Motion #22-055

Land Sale, 305 Baird Place

Moved by Deputy Mayor Ford and seconded by Councillor Handcock that the Mayor and Town Clerk be authorized to enter into a Purchase and Sale Agreement for approximately 3 hectares of land adjacent to 305 Baird Place the appraised market value.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Minutes from Regular Council Meetings on www.gandercanada.com

The Committee would like to explore the option of linking attachments to the minutes from Regular Council meetings on the Town’s website. This would enable the public to click between the minutes and the documents referred to in the minutes with ease (GIS maps, policies, financial reports etc.).

F. Corporate Services Committee:

The Corporate Services Committee report was presented by Councillor Hoffe.

The Corporate Services Committee meeting was held on April 6, 2022. The meeting was chaired by W. Hoffe, Councillor. Other members present included: T. Pollett, Councillor; P. Woodford, Councillor; G. Brown, Councillor; K. Hiscock, Director of Corporate Services; B. Hefford, Town Clerk; D. Chafe, CAO.

The following items were discussed:

Invoice for Approval

OPERATING

1. Dell	
00-120-1000-7010 – Annual Fees	\$ 34,125.27
Budget: \$ 165,000 Spent to Date: \$ 84,122	
Total invoice for approval	\$ 34,125.27

The Director of Corporate Services advised that the invoice met the policies of the Town of Gander.

Motion #22-056

Invoice for Approval

Moved by Councillor Hoffe and seconded by Councillor Brown that the invoice be paid as presented.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Policy – Rescind Policy # A011

In 2016, Council approved incorporation of Policy # A011 Academic Scholarships into the Grants, Subsidies, and In-Kind Services Policy # R016.

At the time, two motions were required, one to approve the change and another to rescind policy # A011 Academic Scholarships. The Director of Corporate Services presented this item to the Committee to rescind the policy as it was not presented to Council for approval previously.

Motion #22-057

Policy – Rescind Policy # A011

Moved by Councillor Hoffe and seconded by Councillor Brown that Policy # A011 Academic Scholarships be rescinded.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Gander Family Dental Clinic – Business Classification

The Committee reviewed correspondence from the Gander Family Dental Clinic requesting the information on the methodology used to determine how the primary source of business is identified for taxation purposes was presented for review.

The Committee discussed the issue of assigning primary taxation for stand-alone businesses that offer several services. It was determined that businesses would be taxed in the classification with the highest mil rate of all the business types identified. For example, a business offering dentistry, hygienic and/or denture services would be taxed at the dentistry rate as it is the highest tax rate of all the business types identified.

With the revised business classification recently coming into effect, the Committee appreciates that there will be questions and concerns as businesses review their current tax bill. The Committee requests that Gander Family Dental Clinic be provided with a written explanation in response to their request.

Property Tax Reductions

The Committee reviewed five applications for residential property tax reductions that met Council’s policy based on income criteria. The total amount requested to be adjusted is \$2,358.12.

Motion #22-058

Property Tax Reductions

Moved by Councillor Hoffe and seconded by Councillor Brown that the property tax reductions be approved as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Re-allocation of Canada Community – Building Fund Agreement

After the completion of capital projects funded through the Canada Community-Building Fund, the final costs require the approval of Council to re-allocate savings to other projects.

The following projects for road upgrades completed in previous years were under budget and require approval of the final costs.

Cooper Blvd from the Traffic Signal Heading South
Edinburgh Ave. from Elizabeth to Cooper Blvd.
Peterson St.
Pinedo Rd.
Cooper Blvd from Raynham Ave. to Mitchell St.
Griffin Place

The final cost of these projects was \$488,004.68 lower than the original cost estimates.

Motion #22-059

Re-allocation of Canada Community – Building Fund Agreement

Moved by Councillor Hoffe and seconded by Councillor Woodford the final costs for the projects funded by the Canada Community-Building Fund be approved as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Ultimate Annual Expenditure Report

Recently the Town engaged the services of our Auditor, Kimberly G. Humphries Professional Corporation to complete the audit of information and preparation of the Ultimate Recipient Annual Expenditure Report (known as gas tax) for the year ended December 31, 2021.

The audit confirmed the financial statements were presented fairly, in all material aspects, in accordance with the Canadian Public Sector Accounting Standards (PSAB).

The Town has completed \$6,500,000 in capital projects through the Canada Community – Building Fund Agreement since its inception in 2007.

The Committee is pleased there were no issues identified during the audit.

Organizational Review Update

In October 2020, Council contracted KPMG, a leading global accounting and business-consulting firm, to undertake an independent review of Town operations and organizational structure. The primary objective of this review was to identify opportunities for optimizing the delivery of both legislated and discretionary municipal services.

In their final report, the Consultants noted that the Town maintains a high service level standard and that current staffing levels were appropriate. Further, they state that continued growth will challenge the existing staffing complement and identified a need for up to four additional positions over the next five years based on the increasing demand for higher service levels.

The report included twenty-four recommendations across five parameters: strategy, structure, process and lateral capability, people's practices, and culture, which are included in the report. Specific recommendations included the introduction of a set of key performance indicators and the development of responsibility assignment matrices to improve the management of capital work projects.

Over the past year, Council has been working with the senior management team to implement the report's recommendations. I am pleased to report that 87.5% of the recommendations have been addressed with eighteen now complete and three others in progress.

In addition to the 24 recommendations included in the report, Council recognized the opportunity for ten additional changes that would lead to improvements. Of these, eight have been completed with the remaining two items advancing.

Management advised that the implementation process has been going well with many of the changes already having a positive impact on operations.

Request to Quote – Vehicle Stabilization Kit

The results of the request to quote for a vehicle stabilization kit was presented to the Committee for review and consideration. There was only one bid received and it met specifications from Safety Source Fire in the amount of \$37,817.75 HST included.

This item is \$3,523.55 under budget.

Motion #22-060

Request to Quote – Vehicle Stabilization Kit

Moved by Councillor Hoffe and seconded by Councillor Handcock the request for quote for a vehicle stabilization kit vehicle be awarded to Safety Source Fire in the amount of \$37,817.75 HST included.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Sale of 2B Memorial Drive

The Governance Committee approved the purchase and sale agreement for the residential property located at 2B Memorial Drive and referred the item to the Corporate Services Committee for consideration.

As per Section 201.2 of the Municipalities Act “the sale or lease of property valued at \$500 or more” requires a resolution of Council. The Committee agreed with the recommendation forwarded to sell the property located at 2B Memorial Drive for \$245,000.

Motion #22-061

Sale of 2B Memorial Drive

Moved by Councillor Hoffe and seconded by Councillor Woodford to approve the sale of 2B Memorial Drive for \$245,000.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Councillor Woodford left the meeting.

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 April 7, 2022. The meeting was chaired by P. Farwell, Mayor. Other members present included: B. Ford, Deputy Mayor; T. Pollett, Councillor; P. Woodford, Councillor; G. Brown, Councillor; S. Handcock, Councillor; W. Hoffe, Councilor; D. Chafe, CAO; K. Hiscock, Director of Corporate Services; B. Hefford, Town Clerk; H. Lowe, Director of Public Safety & Protective Services; N. Newell, Director of Community Services; K. Bull, Deputy Municipal Clerk.

Delegation: V. MacKenzie, NL911; D. Shea, Gander Fire Rescue

The following items were discussed:

NL911

Chief MacKenzie had intended to speak to Council about the implementation of Next Generation 911 service for the Province, but given the very recent changes to the management of the 911 system, the non-profit entity that is NL911 will be folded into the Department of Justice.

Chief MacKenzie advised Council that the non-profit has \$20M in accumulated funds that will be transferred to the Provincial Government as general revenue. The Board is hopeful that the government will use the \$20M to continue with their plans to implement a Next Generation 911 service throughout the Province.

Council is thankful to Chief MacKenzie and the entire NL911 Board of Directors for their years of dedicated service.

FireFit Championships

Lieutenant Dave Shea addressed Council about the FireFit Championships, scheduled for Gander on July 16-17, 2022.

The FireFit Championships is a competition based on fire fighting tasks commonly performed in emergency situations. The popularity of the FireFit Competition has grown over the past 25 years and visits every Province in Canada. With the popularity of annual broadcasts, aired on TSN, OLN & RDS, FireFit has become known worldwide. The event has had competitors from every Province and Territory in Canada as well as the United States, New Zealand, Australia, Germany, England and the Middle East.

Lt. Shea advised that the planning process is going very well. The required venues have been secured and logistical plans are being completed.

This event is run largely by volunteers. Council offered support if the group required assistance in organizing any aspect of the event and individual councillors offered to assist as volunteers during the event.

Council feels that this event presents a great opportunity for Gander Fire Rescue to showcase the professionalism of organization and to recruit new volunteers.

Council wishes Lt. Shea and his team a successful event.

NL Winter Games Contract

The NL Winter Games Committee has had several meetings with Sport NL and the Department of Tourism, Culture, Arts and Recreation (TCAR) about the upcoming 2023 NL Winter Games. Sport NL and TCAR are prepared to release the initial \$100,000 of funding to the Committee.

Motion #22-062

NL Winter Games Contract

Moved by Deputy Mayor Ford and seconded by Councillor Brown that the Town Clerk and Mayor be authorized to accept the terms and conditions of the attached contract.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Toronto Outdoor Adventure Show

Councillor Tara Pollett, as Chair of Community Services Committee, and Tourism Officer Brian Williams will attend the Toronto Outdoor Adventure Show from April 29 to May 1.

Rediscover Main Streets - ACOA Funding Available

The Rediscover Main Streets is an ACOA initiative designed to support the economy by helping Atlantic Canadians re-experience their main streets, downtowns and gathering places through revitalization.

The funding is not intended for infrastructure or entertainers, but may be used for things like AV rentals, labour costs, professional fees and subcontracting costs.

This funding is available to non-profit organizations including municipalities, business improvement associations, tourism associations, chambers of commerce and destination management organizations.

This funding presents a unique opportunity for Council to work with community partners to revitalize our public spaces.

The deadline for submissions is April 29, 2022.

Steele Community Centre Board System

The Director of Community Services presented some options to Council in relation to reconfiguring the existing boards to accommodate sledge hockey. Council discussed the proposed changes, but feels that ultimately, this is a decision that should be made by Community Services staff, as it is strictly operational and the budget for the changes has been approved.

Qalipu Cultural Foundation Tickets

Tickets are now on sale for the annual Qalipu Cultural Foundation fundraiser dinner and auction on June 25. One Councillor will attend and the Town will give a donation of \$100.00.

Central Northeast Health Foundation Annual Golf for Health Tournament

The annual Golf for Health tournament will be held on July 7. Council will enter a team.

G. Other Reports:

None

7. ADMINISTRATION

None

8. CORRESPONDENCE

None

9. NEW BUSINESS

None.

10. ADJOURNMENT

Motion #22-063

Adjournment

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

In Favour: 6 Opposing: 0

Decision: Motion carried.

The meeting adjourned at 5:50 p.m.

P. Farwell, Mayor

B. Hefford, Town Clerk