

MINUTES

Regular Meeting of Council
Wednesday, August 28, 2024 @ 4:00 p.m.
Council Chambers

Present:

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

Advisory and Resource:

B. Freeborn	Director of Community Services (A)
H. Lowe	Director of Public Safety & Protective Services
J. Blackwood	Director of Planning and Public Works
B. Hefford	Director of Governance & Legislative Services/Town Clerk
K. Hiscock	Director of Corporate Services
S. Armstrong	Communications Officer

Regrets:

M. White	Councillor
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1. CALL TO ORDER

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

2. LAND ACKNOWLEDGEMENT

3. VISITORS/PRESENTATIONS

Arthritis Awareness Month

Mayor Farwell proclaimed September as Arthritis Awareness Month in Gander. Community support has been critical throughout the Arthritis Society Canada's 76-year history enabling them with their mission to fight with research, advocacy, innovation, information and Support. This is a serious disease that causes debilitating pain, restricts mobility and diminishes quality of life. Six million people in Canada – 1 in 5 – live every day with the brutal realities of arthritis and there is no cure.

Childhood Cancer Awareness Month

Mayor Farwell proclaimed September as Childhood Cancer Awareness month. There are approximately 10,000 children living with cancer in Canada today. There are about 1600 cases diagnosed yearly within Canada; over 25 of which are children here in Newfoundland and

Labrador. Childhood cancers have close to a 75% cure rate, with leukemia leading the success charge with close to 90% overall cure rate.

3. APPROVAL OF AGENDA

Motion #24-156

Approval of Agenda

Moved by Councillor Pollett and seconded by Councillor Handcock that the Agenda for the Regular Meeting of Council on August 28, 2024 be adopted.

In Favour: 6 Opposing: 0

Decision: Motion carried.

4. MINUTES FOR APPROVAL

Motion #24-157

Regular Minutes for Approval

Moved by Councillor Woodford and seconded by Deputy Mayor Ford that the Minutes from the Regular Meeting of Council on July 31, 2024 be adopted as presented.

In Favour: 6 Opposing: 0

Decision: Motion carried.

5. BUSINESS ARISING FROM PREVIOUS MINUTES

6. REPORTS – STANDING COMMITTEES:

A. Community Services Committee:

The Community Services Committee report was presented by Councillor Pollett.

The Community Services Committee meeting was held on August 14, 2024. The meeting was chaired by T. Pollett, Councillor (Chair). Other members present included: B. Ford, Deputy Mayor; W. Hoffe; B. Hefford, Director, Governance and Legislative Services; and J. Knee, Director, Department of Community Services.

The following items were discussed:

Sports Field Enhancement

A meeting was held with the ballfield user groups regarding a potential sports field enhancement project at the ballfields. The user groups suggested that a club house facility with storage and meeting space would be an asset to this area. The Department has reached out to other communities with similar facilities to determine the best way forward. The Planning and Public Works Department will also be engaged to move this project forward.

Festival of Flight

The 2024 Festival of Flight was a success, and Council wants to thank the sponsors, community groups, partners, and the community for their support of this year's festival. A festival wrap-up meeting will take place later in August.

Briggs St Playground

The layout for the Briggs Street playground was discussed. Currently we are waiting on quotes to complete the groundwork which includes the installation of pea stone, topsoil, sod, paved walkway, parking and a possible playing court. The department appreciates the public's patience as this project moves forward.

Community Services Department Variance report

The Committee reviewed the quarterly variance report for the period ending June 30, 2024. The Community Services Department is \$57,063 under budget with a projected year to date expenditure of \$1,010,610. One individual factor contributing to this difference was savings on heating oil at the Steele Community Centre.

Upcoming Events

The following events will take place in the coming months:

August 28 th	Concert in the Park
Aug 30 th – Sept 1 st	Provincial U16 Female Baseball Tournament
Sept 5 th – 7 th	Men's Softball End of Year Tournament
Sept 6 th – 8 th	Ladies' Softball End of Year Tournament
Sept 11 th	9/11 Commemoration Service
Sept 18 th	Seniors Wellness Session
Sept 13 th – 15 th	Atlantic U11 AA Baseball Tournament
Sept 20 th – 22 nd	Gander Minor Softball 10 th Anniversary Tournament

B. Economic Development Committee:

The Economic Development Committee report was presented by Councillor Woodford.

The Economic Development Committee meeting was held on August 14, 2024. The meeting was chaired by P. Woodford, Councillor (Chair). Other members present included: S. Handcock, Councillor; T. Pollett, Councillor; D. Chafe, CAO, B. Hefford, Town Clerk; and D. Quinton, Development Officer.

The following items were discussed:

Development Officer's Report

The Development Officer presented his report to the Committee. Overall interest from private developers and investors remains strong with parties seeking to explore comprehensive commercial and residential developments.

The Development Officer advised of an anticipated requirement for industrial land as the mining sector continues to grow. Another priority is student housing. Housing supply challenges mean that aviation, college and university students and find accommodations. Addressing housing challenges for all groups is a top priority of Council with considerable resources allocated to policy and regulation review, developing an inventory of available land and a strong incentive package.

The Development Officer left the Committee meeting.

Labour Market Needs Assessment

The Committee reviewed the report and recommendations of the Labour Market Needs Assessment recently completed by consultants White Rock Consulting and Communications. The assessment was undertaken to identify current a future labour and skill gaps and provide recommendations to address these. Among those recommendations is one for our community to develop and attraction and retention plan for new Canadians while simultaneously developing a lifecycle program to retain young Ganderites. Essential for both will be a focus on training, affordable housing and local public transit. Staff to prepare initial programs for consideration during the 2025 budget planning process.

Family Medicine Update

The CAO provided an update on the recruitment of physicians. Discussions with recruiters with NL Health indicate continuing improvement in physician numbers in our community.

Recent and soon to come additions to our healthcare community include a new hospitalist, a new family practice physician and two new emergency room physicians. Specialist wise there are two

new Pediatricians and potentially three new Internists. Also, a full complement of General Surgeons is now in place.

The Committee was pleased to hear of these recent additions and remains committed to supporting NL Health in their recruitment and retention efforts.

C. Public Safety and Protective Services Committee:

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

The Public Safety and Protective Services meeting was held on August 15, 2024. The meeting was chaired by M. White, Councillor (Chair). Other members present included: P. Woodford, Councillor; S. Handcock, Councillor; T. Pollett, Councillor; H. Lowe, Director of Protective Services/Fire Chief; and T. Byrne, Administrative HR Coordinator.

The following items were discussed:

RCMP Delegation

Councillor White welcomed the RCMP to the Committee meeting.

Staff Sargent Turner discussed the RCMP statistics year to date in Gander which are as follows:

Traffic	80 collisions
Impaired	30 complaints, 7 unfounded – 10% charges
911 Calls	44 were not 911 calls (pocket dials etc.)
Mental Health	128 calls
Theft	207 complaints – 79 charges

The Town Clerk arrived at the Committee meeting.

There have been 1677 calls for service to date.

The RCMP highlighted some areas of heightened activity, and the overall changing of community needs in terms of the policing response. They indicated that the Health Authority has implemented new initiatives such as a Flexible Assertive Community Treatment (FACT) Teams, which has the potential to significantly impact the RCMP's response to incidents involving mental health.

While there are growing pains, it was agreed that community discussion around complex issues involving policing, housing, and social factors would be helpful. This would ensure all parties better understand how they and support each other and the services available in the spirit of partnership and co-operation.

It was agreed that the Town could continue to advocate for increased policing resources. The needs of the Region, including rural communities are becoming more complex and additional resources to maintain public safety will be required. The RCMP noted the fact that Gander is a growing community, and the demands locally are changing and becoming more demanding.

Councillor White thanked the RCMP for attending the Committee meeting.

Staff Sargent Turner also stated the MEOs are a fantastic asset to the community and support them in public safety issues. They help with animal control, traffic, speeding, and parking, which makes for less pressure on the RCMP, allowing them to focus on core policing matters.

The RCMP and Town Clerk left the Committee meeting at 9:44 a.m.

Delegation - Firefighter Executive, A. Quilty

Addison Quilty, Fire Inspector, attended the Public Safety and Protective Services Committee meeting to discuss a new Junior Scholarship program which will be established in 2024 to honour Eithne Daly, a Firefighter with Gander Fire Rescue for 12 years. Eithne Daly was also a schoolteacher for 30 years before retiring in 2023. In addition to her dedication to Gander Fire Rescue, Eithne Daly started the Junior Firefighting Program in 2015.

Eligible applicants shall be enrolled in the Junior Firefighting Program during the year of the award and who are pursuing their goal of higher education. The award which shall be given to one applicant per year: \$1500.00

The award will be based on a resume outlining community involvement 250-word essay *Most Important Lesson Learned at the Junior Firefighting Program*. Photocopy of Gander Colligate transcript, 2 letters of reference (one being Academic) and a letter confirming attendance at the Junior Firefighter Program.

Addison Quilty left the Committee meeting at 10:02 a.m.

Ogilvie Street

The Committee reviewed correspondence from a resident on Ogilvie Street to bring to the Town's attention some safety concerns raised by the community members.

The Committee discussed the residents concern and decided the Town would erect a "Slow Down Children at Play" sign and also put the data collector out on Ogilvie for speed analysis.

The issue regarding the entrance to Ogilvie Street will be forwarded to the Planning and Public Works Department to discuss and respond to the resident.

Dept. of Justice and Public Safety – Outside Municipal Boundary Program

The Public Safety and Protective Services Committee reviewed correspondence from the Department of Justice and Public Safety which stated that due to the increase in the budget for Outside Municipal Boundary responses, the claim rates have been increased from \$350 for the first three (3) hours to \$50 for each additional hour to \$1050 for first three (3) hours and \$150 for each additional hour, effective April 1, 2024. Claims received on or after April 1, 2024, will be reimbursed at the new rate.

The Committee was very pleased with this new increase.

Dept. of Justice and Public Safety – Fire Prevention Week

The Public Safety and Protective Services Committee reviewed correspondence from the Department of Justice and Public Safety regarding Fire Prevention Week.

Fire Prevention is a significant part of their goal: fire protection and life safety. Two upcoming important fire prevention initiatives are:

- Test your Smoke Alarm Day, September 28, 2024
- Fire Prevention Week, October 6-12, 2024

All Newfoundlanders and Labradorians are encouraged to test their smoke alarms on Saturday, September 28 and to promote this important initiative in Gander by posting on our Social Media.

Mollison Crescent Trailway

The Public Safety and Public Safety Committee reviewed a resident's concern regarding the walking trail on Mollison Crescent.

The concerns were originally received a couple of weeks ago and the Public Works department assessed the area and cleaned up along the trailway. The Municipal Enforcement Officers patrolled the area.

There was also a discussion whether the local trailways were being included in the recreational assessment of the parks and playgrounds which will need to be verified.

Municipal Enforcement Officer and Fire Stats

From April 1 to June 30, the Municipal Enforcement Officers responded to 214 calls/incidents with traffic complaints, administrative duties, animal complaints and fire calls. There were 245 citations written and 325 traffic stops.

There was a huge increase in the Level A ticket 110(3)(A) which is speeding between 1 and 10 km/hr over the posted speed. There were multiple stops on Magee Road with speeds of 90 km/hr and higher, in a 40 km zone.

From April 1 to June 30, Gander Fire Rescue responded to 53 calls, including motor vehicle collisions, unauthorized burning and alarm activations. They were 73 inspections done which include commercial (new and existing), as well as home oxygen usage inspections.

Departmental Activity Report

The Committee discussed the Department Updates from July to August 14, 2024 as follows:

- Fundraiser, sold tickets, on behalf of Muscular Dystrophy Canada
- Fundraiser and donation to Make A Wish foundation of \$1250
- July 1st GFR attended Associate Day for Wal Mart staff
- For the month of June, GFR had a summer student painting and numbering of some of the fire hydrants.
- July 22nd GFR & MEOs assisted with Pride Week Walk and Flag Raising
- July 28th GFR & MEOs escorted The Rolling Barrage motorcycle ride into Town with a stop at Town Hall.
- Aug 2nd to 5th MEOs assisted with various events for Festival of Flight and Gander Days, including the Derby
- Aug 4th GFR provided fire coverage at the Derby
- Aug 5th GFR assisted with the Community Breakfast
- Aug 5th GFR Fundraiser – selling tickets on a quad
- For the month of August, MEOs will be having a student from Academy Canada doing their work term ride along with them.

Variance Report

The Committee reviewed the quarterly variance report for the period ending June 30, 2024. The Public Safety Department is \$21,289 under budget due to the delay in filling the Municipal Enforcement Officer position.

D. Planning and Public Works Committee:

The Planning and Development Committee report was presented by Councillor Handcock.

The Planning and Development Committee was held on August 20, 2024. The meeting was chaired by S. Handcock, Councillor (Chair). Other members present included: P. Farwell, Mayor; B. Ford, Deputy Mayor; M. White, Councillor; P. Woodford, Councillor; B. Hefford, Director of Governance & Legislative Services/Town Clerk; and J. Blackwood, Director of Planning and Public Works.

The following items were discussed:

Delegation

A resident of Grandy Avenue presented a letter to the Committee expressing concerns and dissatisfaction with Council's recent approval of a permit to construct an accessory building directly adjacent to their property. The Committee explained the circumstances that led up to their decision to approve the application and apologized for any inconvenience this had caused for the homeowner and their family.

The delegation left the Committee meeting at 11:24 a.m.

Deputy Mayor Ford left the Committee meeting.

Magee Road Sidewalk Paint Scheme

The Committee was presented with a proposal to replace the existing painting scheme for the paved sidewalk on Magee Road. The proposal is to replace the existing solid painted sidewalk with double solid lines and pedestrian walking symbol every 100M. This proposed change will generate operational savings while still providing a safe corridor for pedestrians to travel along Magee Road.

The Committee agreed with the recommendation to modify the paint scheme on Magee Road paved sidewalk in accordance with Part C, Pavement Markings in the Manual of Uniform Traffic Control Devices for Canada.

Accessory Building Request – 16 Vatcher Place

The owner of 16 Vatcher Place has made an application to construct an accessory building at that property. The application, as submitted, does not meet the Town of Gander Accessory Building Regulations therefore, the Committee is not recommending changes to the regulation to accommodate the request at this time. The department will work with the applicant to see if the application can be modified to meet the needs of the applicant while keeping within the current regulations.

Councillor Handcock joined the Committee meeting.

Municipalities of Newfoundland and Labrador Resolutions

The Committee discussed the upcoming Municipalities Newfoundland and Labrador call for Resolutions. A past resolution from Council was to have provincially owned lands within municipal boundaries transferred to the Municipalities to provide greater control over development. However, as this was recently submitted it would have to wait until next round.

The Committee had no other suggestions for submissions.

Municipal Plan Amendment #5, 2024 and Development Regulations Amendment #7, 2024

The proposed Municipal Plan Amendment # 5, 2024 and Development Regulations Amendment # 7, 2024, as requested by Council, is now ready for adoption.

This amendment proposes to add **Apartment Building** and **Apartments Over permitted Uses** to the discretionary use classes of the **Commercial Shopping Centre (CSC)** zone.

A change will also be initiated to the Commercial Shopping Centre policies of the Gander Municipal Plan in support of these additions.

An Open House was held on April 17, 2024, in the Council Chambers at the Town Hall. There were four (4) attendees, exclusive of Council, staff and the applicant.

A draft copy of the amendment was sent to the Department of Municipal Affairs on May 8, 2024, and was released from provincial review on July 23, 2024.

Motion #24-158

Municipal Plan Amendment #5, 2024 and Development Regulations Amendment #7, 2024

Moved by Councillor Handcock and seconded by Councillor Woodford that the proposed Municipal Plan Amendment # 5, 2024 and Development Regulations Amendment # 7, 2024 be adopted under Section 16(1) of the Urban and Rural Planning Act.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Mayor Farwell joined the Committee meeting.

Departmental Variance Reports to June 30th, 2024

The Committee was presented with the departmental variance reports to June 30th, 2024. The overall departmental variance, with timing adjustments, was under budget by \$25,959.00. 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.

Notable Dates:

- Garbage Collection for Labour Day observed on Monday, September 2nd is rescheduled for collection on Wednesday, September 4th.
- The Town of Gander will be hosting a Curbside Giveaway event on September 14th & 15th preceding the Annual Curbside cleanup scheduled for September 16th – 27th.
- Household Hazardous Waste Day is scheduled for Saturday, September 28th at the Steele Community Center parking lot, 8:30 a.m. – 3:30 p.m.
- The next scheduled Waste Transfer Station date is scheduled for Saturday, October 26th. The hours of operation are 8 a.m. – 4 p.m.

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

E. Governance & Legislative Services Committee:

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

The Governance & Legislative Services Committee was held on August 21, 2024. The meeting was chaired by B. Ford, Deputy Mayor (Chair). Other members present included: T. Pollett, Councillor; W. Hoffe, Councillor; B. Hefford, Town Clerk/Director, Governance & Legislative Services; and A. Oldford, Policy & Legislation Clerk. Regrets: M. White, Councillor.

The following items were discussed:

Eating Disorder Foundation of NL – Collaboration & Sponsorship

The Committee discussed an advertisement opportunity presented by the Eating Disorder Foundation of Newfoundland and Labrador (EDFNL). EDFNL is seeking sponsors for their upcoming "Concert of Hope" series in October 2024, with events scheduled in St. John's, Gander, and Corner Brook. The foundation is offering advertisement space in their program booklet, which will have 1700 copies distributed at the events and will also be available online.

The Committee is recommending that the Town of Gander purchase of a full-page advertisement in the Eating Disorder Foundation of Newfoundland and Labrador's Concert of Hope program booklet at the cost of \$150.00, to support the foundation's initiatives.

Municipal and Provincial Affairs – Fall 2024 Training

The Committee discussed the Fall 2024 Training Schedule released by the Department of Municipal and Provincial Affairs. The schedule includes both in-person and virtual sessions aimed at enhancing understanding of the Budget Process and the transition from the Municipalities Act, 1999 to the Towns and Local Service Districts Act (TLSDA). Key training dates include Budget

2025 sessions on September 11 and 18, with several TLSDA sessions scheduled from October through November across various locations. The Town Clerk and Policy and Legislative Clerk have registered for the TLSDA in-person training in Gander during October.

Municipal Led Recreation Initiative

The Committee discussed the recent announcement of significant recreational projects in St. John's, expressing concerns about the potential imbalance in provincial investments. The Committee emphasized the importance of equitable distribution of recreational infrastructure funding across Newfoundland and Labrador, particularly to support communities like Gander.

The Committee also discussed concerns regarding the recent shift in the government of NL's approach to recreation in the province. There have been 2 provincial recreation centers announced in 2024 in St. John's. These appear to be provincially funded and operated. This is a major shift from historical practices where recreation infrastructure was community lead and supported by the provincial government through cost share agreements.

The discussion highlighted Gander's strategic position as a central hub with existing infrastructure capable of leveraging sports and event tourism, advocating for a more inclusive approach to provincial development. Initiatives will require access to provincial government capital and support. The Committee agreed to formalize these concerns into a resolution to be presented at the upcoming Municipalities Newfoundland and Labrador (MNL) conference.

Policy Development and Amendments Policy

The Committee was presented with a draft of the "Policy Development and Amendments" (Policy # FPC-GLS-001) for review. This policy outlines the procedures for drafting, reviewing, revising, and amending policies within the Town of Gander. The framework emphasizes transparency, consistency, and adherence to regulatory standards while promoting inclusivity and respect in policy communications.

Key elements discussed included the classification of policies, templates, and the procedures for amendments. The policy is scheduled for further review, with a planned implementation date to be determined, and a review date set for approximately one year later.

Council Engagement Report

Effective engagement with the community is crucial for local governance, as it fosters transparency, inclusivity, and collaboration.

Over the past month, Council actively engaged in several events and initiatives. To offer a glimpse, here are some noteworthy examples:

Aug 1st – Support the Troops BBQ, Steele Community Centre

Aug 1st to 5th – Festival of Flight Opening Ceremonies, Cobb’s Pond
Aug 2nd – Parkinsons Bike Tour, Town Hall
Aug 4th – Seniors Tea, Evangel Church
Aug 5th – Chamber of Commerce Community Breakfast, Steele Community Centre
Aug 5th – MusicFest, Steele Community Centre
Aug 5th – Gander Day Events & Fireworks, Cobb’s Pond
Aug 8th, 9th – NL Antique & Classic Car Show
Aug 16th – Minister Abbott Transitional Housing announcement
Aug 24th – Ukrainian Independence Day, Cobb’s Pond

Variance Report

The Committee reviewed the Departmental Variance Report up to June 30, 2024. The report highlighted a net cost variance for Council, Governance, and Legislative Services of \$42,558 under budget. Key variances included savings in wages and benefits due to a delay in hiring a position, resulting in a positive variance of \$36,115. Other notable variances were adjustments in supplies and services costs. The Committee acknowledged the overall positive variance and noted the importance of monitoring these adjustments as the fiscal year progresses.

F. Corporate Services Committee:

The Corporate Services Committee report was presented by Councillor Hoffe.

The Corporate Services Committee meeting was held on August 21, 2024. The meeting was chaired by W. Hoffe, Councillor (Chair). Other members present included: P. Woodford, Councillor; T. Pollett, Councillor; B. Hefford, Town Clerk/Director, Governance & Legislative Services; and K. Hiscock, Director of Corporate Services.

The following items were discussed:

Delegation - Gander Graphics Arts Gallery/Studio

The owner of Gander Graphics Arts Gallery/Studio, a seasonal business operating in Gander, met with the Corporate Services Committee to request the option to pay their seasonal business tax bill over a 12-month period.

Currently, as per the schedule of rates and fees, all supplementary assessments, are due 30 days from the date of issuance and all invoices in arrears at the end of the 30-day period following the issuance will be subject to simple interest charges of 12% per annum.

The Committee discussed the request and recommended due to the seasonality of the business a variance to the current payment terms should be provided.

The Committee recommends and I move to allow Gander Graphics Arts Gallery/ Studio to pay their supplementary business tax bill monthly through pre-authorized payments commencing the month the business opens to closing, provided taxes are paid up to date, no interest will be charged.

Invoice for Approval

OPERATING

1. Dell Technologies

00-120-1000-7010- Computer Software Maintenance \$ 53,859.33

Total invoice for approval (with HST) \$ 53,859.33

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

Motion #24-159

Invoice for Approval

Moved by Councillor Hoffe and seconded by Councillor Woodford that the invoice # 1018192879M from Dell Technologies in the amount of \$53,859.33 be paid.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Property Tax Reductions

The Committee reviewed three applications for residential property tax reductions that met Council’s policy based on income criteria. The total amount to be adjusted is \$1,687.77.

To date, the Town has issued 32 property tax reductions totaling \$25,116.42.

Motion #24-160

Property Tax Reductions

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

In Favour: 6 Opposing: 0

Decision: Motion carried.

Councillor Hoffe left Council Chambers due to conflict at 4:50 p.m.

Tender – Sullivan Avenue Phase 1 – 17-MYCW-24-00043 MI15481

The Planning and Public Works Committee reviewed the results of the tender for infrastructure upgrades to Sullivan Avenue. Due to the tender results being substantially over budget by \$349,176, the Committee is not recommending awarding the tender. This item was referred to the Corporate Services Committee for consideration.

The Committee discussed the recommendation brought forward and agreed to not award the tender at this time but to re-tender the project early in 2025.

Motion #24-161

Tender – Sullivan Avenue Phase 1 – 17-MYCW-24-00043 MI15481

Moved by Councillor Woodford and seconded by Councillor Handcock to cancel # MI15481 for the “Sullivan Avenue Phase 1.”

In Favour: 5 Opposing: 0

Decision: Motion carried.

Councillor Hoffe returned to Council Chambers at 5:02 p.m.

Tender – Traffic Calming

The Planning and Public Works Committee referred the results of the tender for consulting services on traffic calming measures for Cooper Boulevard to the Corporate Services Committee for consideration.

There were two quotes received with the lowest bid meeting specifications submitted by Englobe Corporation at a cost of \$30,641.16 HST included. This item is funded through the provincial Multi Years Capital Works Agreement and is within budget.

Motion #24-162

Tender – Traffic Calming

Moved by Councillor Hoffe and seconded by Councillor Handcock to tender #MI15549 for consulting services be awarded to Englobe Corporation at a cost of \$30, 641.16 HST included.

In Favour: 6 Opposing: 0

Decision: Motion carried.

The Mayor arrived at the Committee meeting.

Quarterly Variance and Capital Reports to June 30, 2024

The Corporate Services Committee reviewed the unaudited operating and capital variance reports for the period ending June 30th, 2024. The revenues of \$10,209,539 less expenses of \$9,649,274 resulted in an operating surplus of \$560,265.

The main factors contributing to the surplus were due to additional revenues from funds held in the operating bank account earning a high interest rate and taxation from utilities.

The capital budget report indicates purchases are projected to be within budget to year end.

The Committee was pleased with the financial reports to date.

G. Committee of the Whole

The Committee of the Whole report was presented by Councillor Hoffe.

The Committee of the Whole meeting was held on August 22, 2024. The meeting was chaired by P. Farwell, Mayor (Chair). Other members present included: B. Ford, Deputy Mayor; T. Pollett, Councillor; M. White, Councillor; B. Hefford, Town Clerk; J. Blackwood, Director of Planning and Public Works; H. Lowe, Director of Public Safety & Protective Services/Fire Chief; and K. Hiscock, Director of Corporate Services; and B. Freeborn, Director of Community Services (A). Regrets: W. Hoffe, Councillor; P. Woodford, Councillor.

The following items were discussed:

Housing Needs Assessment

Re-fact Consulting presented Council the final draft of the 2024 Town of Gander Housing Needs Assessment. The Town of Gander initiated its Housing Needs Assessment Update in early 2023 as a follow-up to the original 2017 Housing Needs Assessment. This project, funded jointly by the Town of Gander and the Newfoundland and Labrador Housing Corporation (NLHC) on a 50/50 basis. It also satisfies one key Housing Accelerator Fund (HAF) initiative. The assessment focuses on analyzing current housing supply and demand to identify market gaps, particularly in affordable housing. Key recommendations include increasing the availability of affordable rental units, exploring partnerships for new housing developments, and implementing policies to encourage diverse housing types that meet the needs of the community.

Height Amendment

The Co-CAO / Town Clerk declared a potential Conflict of Interest around housing specific housing initiatives due to his spouse being the Director of Yellow Fox Property Inc. and has rental property holdings.

Councillor White declared a potential Conflict of Interest around specific housing initiatives as she is the Shareholder of a construction company.

Councillor White and the Town Clerk left the Committee meeting due to conflict of interest at 11:15 a.m.

In alignment with the objectives of the Housing Accelerator Fund (HAF) and as part of our ongoing efforts under the Regulatory Reform initiative, it is essential that we adapt our municipal regulations to better support housing development and economic growth. The removal of height restrictions in certain zones will facilitate more efficient land use and foster the development of higher-density housing, which is a key component of our HAF project. By modernizing these regulations, the Town of Gander is taking proactive steps to ensure that our town's development framework is both progressive and conducive to meeting the increasing demand for housing and commercial space.

The potential conflict of interest concerning Councillor White, and the Town Clerk was raised. After thorough deliberation, the Committee concluded that neither Councillor White nor the Town Clerk had a conflict of interest in matters regarding general discussion on proposed development regulation changes, 4 units as of right, ADUs or changes to maximum height.

The Committee recommends, and I move, that the Planning and Public Works Department be authorized to initiate the amendment process for the Town of Gander Development Regulations. This amendment would remove the current maximum height restriction of 15.0 meters for apartment buildings in the following zones: RMD, RHD-1, RHD-2, TC, CG, and CL. Additionally, the amendment would remove the 15.0-meter maximum height restriction for non-residential buildings in the following zones: RR, TC, CG, CSC, CH, CL, CLI, IG, and PI. The maximum height standard will be revised to: "No maximum, subject to airport height limitations"

Accessory Dwelling Units

Deferred

4 Unit as of Right

Deferred

H. Other Reports

7. ADMINISTRATION

8. CORRESPONDENCE

9. NEW BUSINESS

Motion #24-163

Signing Authority

Moved by Councillor Hoffe and seconded by Deputy Mayor Ford that the Town of Gander grant financial signing authority to Brad Hefford, Town Clerk, effective immediately and requires updated authorized signatories for managing the Town’s financial transactions with financial institutions.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Motion #24-164

Signing Authority – RBC

Moved by Councillor Hoffe and seconded by Deputy Mayor Ford that the Town of Gander authorize the Royal Bank of Canada Signature Card to Brad Hefford, Town Clerk.

In Favour: 6 Opposing: 0

Decision: Motion carried.

10. ADJOURNMENT

Motion #24-165

Adjournment

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

In Favor: 6 Opposing: 0

Decision: Motion carried.

The meeting was adjourned at 5:28 p.m.

P. Farwell, Mayor

B. Hefford, Town Clerk

**Property Tax Reductions
- Residential -
Year 2024**

Roll Number	2024 Property Tax	% of Reduction	Amount of Reduction	Revised 2024 Taxes
046010310000	\$3,911.48	10	\$391.15	\$3,520.33
021510140000	\$1,771.32	50	\$885.66	\$885.66
034000240000	\$2,054.80	20	\$410.96	\$1,643.84