

MINUTES

Regular Meeting of Council
Thursday, December 19, 2024 @ 4:00 p.m.
Council Chambers

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

Advisory and Resource:	J. Knee	Director of Community Services
	J. Blackwood	Director of Planning and Public Works/Co-CAO (A)
	B. Hefford	Director of Governance & Legislative Services/Town Clerk/Co-CAO (A)
	K. Hiscock	Director of Corporate Services
	A. Quilty	Director of Public Safety & Protective Services (A)
	K. White	Communications Officer
	A. Oldford	Governance & Legislative Services Lead

Regrets:	W. Hoffe	Councillor
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1. CALL TO ORDER

The Meeting was called to order at 4:08 p.m.

A. Quilty left the Council Chambers.

2. LAND ACKNOWLEDGEMENT

3. VISITORS/PRESENTATIONS

4. APPROVAL OF AGENDA

Motion #24-233

Approval of Agenda

Moved by Councillor Pollett and seconded by Councillor Woodford that the Agenda for the Regular Meeting of Council on December 19, 2024 be adopted.

In Favour: 6 Opposing: 0

Decision: Motion carried.

5. MINUTES FOR APPROVAL

Motion #24-234

Regular Minutes for Approval

Moved by Councillor Handcock and seconded by Councillor Pollett that the Minutes from the Regular Meeting of Council on November 20, 2024 be adopted as presented.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Motion #24-235

Regular Minutes for Approval

Moved by Deputy Mayor Ford and seconded by Councillor Woodford that the Minutes from the Special Meeting of Council on November 29, 2024 be adopted as presented.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Motion #24-236

Regular Minutes for Approval

Moved by Deputy Mayor Ford and seconded by Councillor Pollett that the Minutes from the Special Meeting of Council on December 9, 2024 be adopted as presented.

In Favour: 6 Opposing: 0

Decision: Motion carried.

6. BUSINESS ARISING FROM PREVIOUS MINUTES

7. 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 December 4, 2024. The meeting was chaired by T. Pollett, Councillor. Other members present included: P. Farwell, Mayor; B. Ford, Deputy Mayor; S. Handcock, Councillor; B. Hefford, Director of Governance & Legislative Services/Town Clerk & Co-CAO (A); and J. Knee, Director, Community Services. Delegation from YQX Running Club. Regrets from W. Hoffe, Councillor.

The following items were discussed:

Delegation – YQX Running Club

The YQX Running Club presented their proposal to host a half and full marathon in Gander as a sanctioned NLAA race annually in May. Due to time constraints, this will not be feasible for this May; however, the Club expressed interest in making the Commander Gander Road Run a sanctioned event. They will collaborate with 9 Wing Gander, who have organized the Commander Gander Road Run in recent years. The Committee expressed enthusiasm for this new initiative and looks forward to seeing the event take place in Gander.

Brad Hefford joined the committee meeting.

Gander Collegiate

The Committee reviewed correspondence from Gander Collegiate regarding fees charged for a recent high school hockey game. Questions were raised about the necessity of ticket takers, the ticket agent, the 10% gate fee, and associated rates. It was clarified that during paid admission events, the presence of a ticket agent and ticket takers is required. After further discussion, the Committee is recommending waiving the 10% gate fee and to offer Gander Collegiate the youth ice rate for their game and practice times.

Motion #24-237

Gander Collegiate

Moved by Councillor Pollett and seconded by Councillor Handcock that the 10% gate fee be waived and that Gander Collegiate be offered the youth ice rate for their game and practice times.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Project Bookmark Canada

The Committee reviewed correspondence from *Project Bookmark Canada*, a nationally registered charitable organization that builds Canada's literary trail by placing excerpts of stories and poems in the physical locations where the scenes are set. The correspondence proposed the potential installation of a literary bookmark in Gander. After further research, it was determined that the estimated cost for the project would be approximately \$10,000 to \$15,000, which includes research, development, and copyright fees. While the Committee found the project to be interesting, they recommend not proceeding with it at this time.

Cobb's Pond Rotary Park Planning Committee Meeting

The Committee reviewed the minutes from the Cobb's Pond Rotary Park Planning Committee held on November 29th. Many of the items discussed centered around maintenance and minor improvements at the park. Complete minutes from this meeting are attached.

Upcoming Events

The following events will take place in the coming months:

Dec 20th	Central Impact U18 Alumni Game
Dec 23rd	Walker/Skater Christmas Social
Dec 23rd – 31st	Christmas Lights Picture Scavenger Hunt
Jan 3rd – 5th	Gander Minor Hockey Hot Tub Pros U11 Tournament
January 11th	Gander Minor Hockey U9 Jamboree
January 15th	Seniors Wellness Session

B. Economic Development Committee:

The Economic Development Committee report was presented by Councillor Woodford.

The Economic Development Committee meeting was held on December 4, 2024. The meeting was chaired by P. Woodford, Councillor. Other members present included: P. Farwell, Mayor; S. Handcock, Councillor; T. Pollett, Councillor; B. Hefford, Director of Governance & Legislative Services/Town Clerk & Co-CAO (A); and J. Blackwood, Director of Planning and Public Works/Co-CAO (A). Regrets from B. Ford, Deputy Mayor.

The following items were discussed:

Gander International Airport Authority (GIAA) Minutes

The Committee reviewed the minutes of the Gander International Airport Authority (GIAA) Nominators Meeting held on November 21, 2024. The Committee was pleased to note that GIAA

has continued its recovery following the COVID-19 pandemic, with increased traffic and revenues over the past year, though these levels remain below 2019 figures.

Several projects have been announced that will help rejuvenate the facility, including, but not limited to, a \$6 million terminal energy retrofit, a new 11-acre land tenant, a \$10 million cold storage cargo facility with seawater live storage, and the \$32 million Atlantic Wildfire Centre investment, among other active initiatives.

Recognizing the vital role GIAA plays in the economic development of Gander and the surrounding region, the Committee expressed its support for these initiatives and its commitment to collaborating with GIAA to explore future opportunities for partnership.

Economic Development Initiatives

The Economic Development initiatives currently underway include, but are not limited to:

- Attendance at the College of the North Atlantic AGM on November 27 in St. John's, including dialogue with senior management and promotion of upcoming opportunities in the aerospace and defense sector.
- Initiation of a working partnership with CNA Gander Campus to maintain stakeholder relationships and develop group initiatives.
- Coordination of a visit to Gander by the Provincial IET Aerospace and Defense Sector Lead, facilitating discussions with industry partners and exploring potential initiatives.
- Engagement with **commercial land opportunities**, addressing interest from both existing and new businesses seeking to develop or expand operations in Gander.
- Active collaboration with partners in planning for **MinEx 2025**.
- Ongoing work with consultants on Housing Accelerator Fund initiatives and incentives in preparation for the 2025 construction season.

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 committee meeting was held on December 5, 2024. The meeting was chaired by M. White, Councillor. Other members present included: P. Woodford, Councillor; S. Handcock, Councillor; A. Quilty, Director of Protective Services/Fire Chief (A); B. Hefford, Town Clerk/Co-CAO (A); and J. Blackwood, Director of Planning and Public Works/Co-CAO (A).

The following items were discussed:

Crime Stoppers

The Public Safety and Protective Services Committee reviewed correspondence from NL Crime Stoppers, which is actively seeking volunteers to support its initiatives. Crime Stoppers aims to establish programs in key areas, including Gander, and can provide signage and training for these efforts. The Town of Gander has already implemented a program within the community and is seeking to engage more volunteers and neighborhoods to enhance participation.

Town of Lumsden

The Committee reviewed a thank-you letter from the Town of Lumsden, expressing their deepest gratitude for the generous donation of Self-Contained Breathing Apparatus (SCBAs) from Gander Fire Rescue.

The Fire Department also donated SCBAs to the following:

1. Glenwood Fire Department
2. Gander Bay Fire Department
3. Point Leamington Fire Department
4. Harbour Main Fire Department
5. Buchans Fire Department
6. Burin Fire Department
7. Roberts Arm Fire Department

This contribution reflects not only a significant investment in safety but also underscores the Town of Gander's steadfast commitment to supporting neighboring communities.

Fire Department Update for December 2024

The Committee discussed the department updates for the month of December. They are as follows:

Annual *Keep the Wreath Green* Campaign: This holiday season, Gander Fire Rescue has placed a wreath with green light bulbs on the front of the fire station. Each time the department responds to a residential structure fire, chimney fire, or burnt food incident, a green bulb will be replaced with a red one. A white bulb—one the department hopes will never be used—will signify a fire-related fatality within the municipal boundary. The campaign runs from December 1, 2024, to January 1, 2025, reminding residents to practice fire safety this holiday season.

Warm the Wee Ones Campaign: Gander Fire Rescue is collecting articles of clothing, aiming for one item per fire hydrant in the Town of Gander (over 400 hydrants). The campaign runs until December 13, 2024, with all donations going to the Salvation Army Family Services.

STEAM Day at Gander Elementary: On December 3, 2024, Gander Fire Rescue participated in STEAM Day (Science, Technology, Engineering, Arts, and Mathematics) at Gander Elementary. The fire department showcased their Thermal Imaging Camera, SCBA, and Bunker Gear, demonstrating how these tools assist firefighters during emergencies.

Santa Claus Parade: Gander Fire Rescue participated in the annual Santa Claus Parade on Saturday, December 7, 2024.

Ember the Elf: Ember the Elf has returned to Gander Fire Rescue for the holiday season, sharing fire safety tips on Facebook daily until Christmas Eve.

Junior Firefighter Program: Participants completed their First Aid training on November 30 and December 1, 2024.

Fill the Cruiser: Municipal Enforcement Officers assisted with the *Fill the Cruiser* event at Gander Dominion on December 5, 2024, collecting donations for those in need.

Christmas Tree Lighting: Municipal Enforcement Officers attended the annual Christmas Tree Lighting ceremony on December 4, 2024.

D. Planning and Public Works Committee:

The Planning and Public Works Committee report was presented by Councillor Handcock.

The Planning and Development Committee meeting was held on December 10, 2024. The meeting was chaired by S. Handcock, Councillor. Other members present included: B. Ford, Deputy Mayor; M. White, Councillor; T. Pollett, Councillor; J. Blackwood, Director of Planning and Public Works/Co-CAO (A); and B. Hefford; Director of Governance & Legislative Services/Town Clerk/Co-CAO (A).

The following items were discussed:

Tap Water Quality Report, Spring 2024

The Director presented the Committee with a summary of the Town of Gander Tap Water Quality Report. The report outlines the Town's water quality in relation to the Canadian Drinking Water Guidelines for each parameter.

The most recent report, for Spring 2024, indicates that the Town's Water Quality Index is rated *excellent*. This rating reflects a virtual absence of impairment, with conditions very close to pristine levels. Such an index level can only be achieved when all measures meet the recommended guidelines virtually all the time.

Water quality testing is conducted and reported by the Provincial Government. The results are available to the public on the Government of Newfoundland and Labrador's Environment and Climate Change, Water Resources Management webpage: <https://maps.gov.nl.ca/water>.

Waste Transfer Station – January 11th, 2025

The Committee discussed the 2025 operational schedule for the municipal Waste Transfer Station on McCurdy Drive. While the full schedule is still under review, the first event has been scheduled for January 11, 2025. Once the remaining dates are finalized, the complete schedule will be made available to the public.

Discretionary Use – Carr Crescent

Council received an application to erect a 50-meter communication tower on land located behind the properties at 16 and 18 Carr Crescent.

The land is situated in an Industrial General (IG) zone, where antenna use is permitted as a discretionary use under the Town of Gander Development Regulations.

Discretionary use notices were advertised, and no objections were received by the advertised deadline.

Motion #24-238

Discretionary Use – Carr Crescent

Moved by Councillor Handcock and seconded by Deputy Mayor Ford that antenna use be permitted on the property behind 16 and 18 Carr Crescent, as outlined in the attached drawing.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Subdivision of Land – 305 Baird Place

The Committee reviewed a request to subdivide the property at 305 Baird Place into three individual parcels, as outlined in drawing number 24-1086R1. The Director advised that the proposed subdivision meets the requirements of the Town of Gander Development Regulations.

Motion #24-239**Subdivision of Land – 305 Baird Place**

Moved by Councillor Handcock and seconded by Councillor Pollett that the application to subdivide 305 Baird Place be approved, subject to departmental review of final surveys and site development approvals.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Accessory Building – 280 Baird Place

The Committee reviewed a request from the owner of 280 Baird Place to erect an accessory building in front of the Council-approved building line at the noted address.

The Town of Gander Accessory Building Regulations state that accessory buildings “*do not permit the construction of accessory buildings to project beyond a front building line.*” However, Council may, at its discretion, allow exceptions in special circumstances.

Motion #24-240**Accessory Building – 280 Baird Place**

Moved by Councillor Handcock and seconded by Councillor White that an accessory building be permitted to be constructed ahead of the building line, as shown in the attached drawing.

In Favour: 5 Opposing: 1 (Councillor Woodford)

Decision: Motion carried.

Councillor White left the committee meeting.

Discretionary Use – 81 Elizabeth Drive

The Town Council of Gander received an application from the property owner to renovate the building at 81 Elizabeth Drive for conversion into four residential apartment units.

The property is located in a Town Centre (TC) zone under the Town of Gander Development Regulations, where “*Apartments Over Permitted Uses*” are allowed as a discretionary use of Council. Discretionary use notices were advertised, and no objections were received by the advertised deadline.

Motion #24-241**Discretionary Use – 81 Elizabeth Drive**

Moved by Councillor Handcock and seconded by Councillor Pollett that the owner of 81 Elizabeth Drive be permitted to construct apartments over the existing permitted use at that property.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Councillor White rejoined the committee meeting.

Notable Dates

- Residents are reminded that the winter parking ban is now in effect until April 30th, 2025. During this period, street parking is not permitted from 12 a.m. – 8 a.m., **OR** at any time of day that would hinder snow removal operations.
- Garbage collection for Christmas Day (Wednesday, December 25th) & Boxing Day (Thursday, December 26th) will be rescheduled to Friday, December 27th.
- Garbage collection for New Year's Day (Wednesday, January 1st) will be rescheduled to Thursday, January 2nd.
- The next Waste Transfer Station date is scheduled for January 11th. The hours of operation are from 8 a.m. – 4 p.m.
- Christmas Tree curbside collection will take place the week of January 6th – 10th 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 11, 2024. The meeting was chaired by B. Ford, Deputy Mayor (Chair). Other members present included: T. Pollett, Councillor; S. Handcock, Councillor; B. Hefford, Town Clerk/Director, Governance & Legislative Services/Co-CAO (A); and A. Oldford, Governance & Legislative Services Lead. Regrets: M. White, Councillor; and W. Hoffe, Councillor.

The following items were discussed:

Amendments to Urban and Rural Planning Act, 2000 and City of St. John's Municipal Taxation Act

The Committee discussed the proposed amendments to the *Urban and Rural Planning Act, 2000*, presented by the Honourable John Haggie, Minister of Municipal and Provincial Affairs. This amendment will bring potential benefits of modernized planning tools such as inclusionary zoning, incentive zoning, and updated public engagement methods. These changes aim to support housing development and affordability across the province.

The Committee also emphasized the importance of defining "affordable housing" as a municipality to ensure the amendments can be effectively implemented to address community needs.

MNL Resolution 05-2024

During the Committee's discussion on Resolution 5-2024, put forward by the Town of Gander and adopted at the 2024 Municipalities Newfoundland and Labrador (MNL) Annual General Meeting (AGM), members reviewed its focus on advocating for a balanced and equitable distribution of provincial recreational infrastructure investments across the province. The resolution emphasizes the importance of prioritizing municipally led projects that address the unique needs of each region through robust and accessible funding programs. The Committee acknowledged the resolution's alignment with local priorities and recognized the value of engaging with the provincial government to ensure fair and impactful infrastructure development.

Mayor left Council Chambers at 4:48 p.m.

2025 MNL Symposium Request

The Committee reviewed the request from Municipalities Newfoundland and Labrador (MNL) regarding the 2025 Symposium, scheduled to take place in the Town of Gander from May 1-3, 2025. The Symposium, one of MNL's largest annual gatherings, is noted for its significant economic impact on the host municipality. Members acknowledged the importance of this event, particularly as 2025 marks MNL's 75th Anniversary, a milestone year for honoring the organization's history and achievements.

The Committee considered the request for sponsorship, which includes benefits such as complimentary registrations, exhibit space, and opportunities to address delegates.

Motion #24-242

Conflict Establishment

Moved by Councillor Woodford and seconded by Councillor Pollett that Mayor Farwell was not in conflict due to his role as Central Director for MNL.

In Favour: 1 Opposing: 4 (Councillor Pollett, Deputy Mayor Ford, Councillor White and Councillor Handcock)

Decision: Motion defeated.

Motion #24-243

2025 MNL Symposium Request

Moved by Deputy Mayor Ford and seconded by Councillor Pollett that the Town of Gander provide a sponsorship of \$2,500 to Municipalities Newfoundland and Labrador (MNL) for the 2025 Symposium.

In Favour: 5 Opposing: 0

Decision: Motion carried. Based on vote, the Mayor was deemed in conflict and did not participate in discussion.

Mayor Farwell returned to Council Chambers at 4:53 p.m.
A. Quilty returned to Council Chambers.

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:

November 25	Flag Raising Ceremony for 16 Days of Activism Against Gender-Based Violence
November 28	Girl Guides Visit
December 2	Senior Cadets Leadership Boards
December 3	Business Community Engagement Session (TCH Planning Gander)
December 3	Public TCH Engagement Sessions

December 4	Town of Gander Christmas Tree Lighting
December 4	GACC - Festive Feast
December 7	Town of Gander Santa Claus Parade
December 8	Skate with Santa
December 10	Light up the Park Event (Cobb's Pond)
December 12	Arrow Air Memorial Service
December 16	Association for New Canadians (ANC) Christmas Around the World Again!

F. Corporate Services Committee:

The Corporate Services Committee report was presented by Councillor Pollett.

The Corporate Services Committee meeting was held on December 11, 2024. The meeting was chaired by W. Hoffe, Councillor (Chair). Other members present included: T. Pollett, Councillor; B. Hefford, Director, Governance & Legislative Services/Town Clerk/Co-CAO (A); and K. Hiscock, Director of Corporate Services. Regrets from P. Woodford, Councillor.

The following items were discussed:

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 to be adjusted is \$510.82.

To date, the Town of Gander has issued 34 property tax reductions totaling \$26,092.62.

Council recognizes the financial challenges faced by many residents and has enhanced the income-based tax reduction program in the 2025 budget. The percentage of the reduction will be increased by 5%, raising the maximum reduction from 50% to 55%. This adjustment aims to provide greater financial relief to those who qualify.

Motion #24-244

Property Tax Reduction

Moved by Councillor Pollett and seconded by Councillor Woodford that the property tax reduction be approved as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

OC24-11 – Sale of One Used 2015 Ford F250 Crew Cab, 4x4 Pick Up, 6.5’ Box

The Corporate Services Committee reviewed the results of the open call for bids for the sale of one (1) 2015 Ford F250. Unfortunately, the single bid received was non-compliant as it did not meet the minimum bid of \$5,300.

After discussing the results, the Committee decided to revisit the tender in the new year, including a review of where the tender advertisement will be posted.

Motion #24-245

OC24-11 – Sale of One Used 2015 Ford F250 Crew Cab, 4x4 Pick Up, 6.5’ Box

Moved by Councillor Pollett and seconded by Councillor Woodford to cancel open call for bid #OC24-11 for the sale of one used 2015 Ford F250 Crew Cab, 4x4 Pickup, 6.5’ box.

In Favour: 6 Opposing: 0

Decision: Motion carried.

OC24-12 – Sale of One Used 60-Gallon Compressor

The Corporate Services Committee reviewed the results of the open call for bids for the sale of one (1) 60-gallon compressor. One bid was received that met the specifications, submitted by Johnson’s Aggregates Inc., in the amount of \$748.65, HST included.

Motion #24-246

OC24-12 – Sale of One Used 60-Gallon Compressor

Moved by Councillor Pollett and seconded by Councillor Handcock that open call for bid #OC24-12 for the sale of one (1) used 60-gallon compressor, serial #30T 928852, to Johnson’s Aggregates Inc. in the amount of \$748.65, HST included, be approved.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Gander International Airport Authority (GIAA) Tax Agreement

As the current Tax Agreement between GIAA and the Town of Gander is set to expire at the end of 2024, the Committee reviewed a new Agreement covering the period from January 1, 2025, to December 31, 2034.

The only change in the new Agreement is the updated dates, while the formula for calculating the annual payment from GIAA to the Town of Gander in lieu of taxes remains unchanged. This formula includes a lump sum payment, a charge per passenger movement, and revenue from bulk water sales at the airport. The current annual payment under this formula is approximately \$146,000.

The Agreement ensures fairness and equity for the next ten years and reflects the strong collaboration between the Town and GIAA, which has supported mutual growth and maintained the airport as a vital regional asset, even during challenges such as the COVID-19 pandemic.

Motion #24-247

Gander International Airport Authority (GIAA) Tax Agreement

Moved by Councillor Pollett and seconded by Deputy Mayor Ford that approval be given for the Mayor and Town Clerk to sign the Tax Agreement with the Gander International Airport Authority, as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

G. Committee of the Whole

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

The Committee of the Whole meeting was held on December 12, 2024. The meeting was chaired by P. Farwell, Mayor (Chair). Other members present included: B. Ford, Deputy Mayor; T. Pollett, Councillor; M. White, Councillor; S. Handcock, Councillor; J. Blackwood, Director of Planning and Public Works/Co-CAO (A); B. Hefford, Director of Governance and Legislation/Town Clerk/Co-CAO (A); A. Quilty, Director of Public Safety & Protective Services/Fire Chief (A); J. Knee, Director of Community Services; K. Hiscock, Director of Corporate Services; and A. Oldford, Governance & Legislative Clerk Lead. Regrets from W. Hoffe, Councillor; and P. Woodford, Councillor.

The following items were discussed:

Towns and Local Service Districts Act and 2025 Council Structure and Schedule

The Committee discussed the upcoming implementation of the *Towns and Local Service Districts Act (TLSDA)*, which will replace *the NL Municipalities Act, 1999* on January 1, 2025. This new legislation aims to enhance transparency and accountability, and while adjustments will take time, the Committee acknowledged its long-term benefits for municipalities and residents.

Two of the key changes include converting existing regulations into by-laws and aligning the Town of Gander's Rules of Procedure with the new Act. The by-law adoption process will involve a first

reading, second reading, and adoption; however, to expedite compliance, the Rules of Procedure and mandatory by-laws will be presented for first reading and adoption at the January 2025 Regular Council meeting, foregoing a second reading.

The Committee also reviewed the 2025 Council meeting and Committee schedule, proposing that Regular Meetings follow a four-week cycle, with the first meeting set for January 22, 2025. The current Committee structure will transition to a Committee of the Whole format.

Motion #24-248

Towns and Local Service Districts Act and 2025 Council Structure and Schedule

Moved by Deputy Mayor Ford and seconded by Councillor Woodford that the 2025 Council Structure and Schedule be adopted as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

A. Quilty and A. Oldford left the Committee meeting at 2:00 p.m.

All advisory and resource personnel exited the Committee meeting AT 3:05 p.m..

A. Oldford rejoined the Committee meeting at 3:05 p.m.

CAO Hiring Committee

The Committee discussed the formation of the CAO Hiring Committee in light of the engagement of MC Advisory, an external HR consultant, to assist in the process. While the existing hiring policy allows for an independent consultant if deemed necessary, the Town has not engaged an external consultant in recent years. Given this, Council has requested the formation of a hiring committee that reflects this addition and aligns with best practices.

To accommodate the inclusion of an external consultant and ensure appropriate representation, the Committee recommends that the Hiring Committee for the CAO position to include the Mayor, Deputy Mayor, Councillor Pollett as a member of the Corporate Services Committee, and MC Advisory.

Motion #24-249

CAO Hiring Committee

Moved by Deputy Mayor Ford and seconded by Councillor Handcock that Council approve the revised Hiring Committee for the CAO position to include the Mayor, Deputy Mayor, Councillor Pollett and MC Advisory.

In Favour: 6 Opposing: 0

Decision: Motion carried.

H. Other Reports

8. ADMINISTRATION

9. CORRESPONDENCE

10. NEW BUSINESS

Town of Gander Events and Active Living Facility Expansion Project

The Town of Gander is excited to advance the Events and Active Living Facility Expansion Project, which started in 2024 and is aimed at enhancing recreational and event-hosting infrastructure to support community and regional growth and well-being. This initiative reflects Gander's commitment to solidifying its role as a hub for economic, social, and cultural development in Newfoundland and Labrador.

The Town has partnered with Colliers Project Leaders to firmly understand the needs of the community and region, advanced design work, and complete financial analysis to ensure the project is sustainable and impactful. The facility could include flexible multi-purpose spaces capable of hosting cultural events, conferences, large sporting events, gymnastics, and ice events. All aimed at improving community viability, vibrancy and social determinants of health.

With the recent introduction of the Tourism Accommodation Tax projected to generate significant revenue, Council has made the strategic decision to dedicate these funds to this project to support event tourism infrastructure, one of Gander's foundational industries. This approach builds upon our competitive advantages, further strengthens the financial foundation for the facility, and reflects Gander's dedication to investing in a growth strategy.

The Town of Gander will be formally seeking support from the provincial and federal governments as we advance planning and design work in 2025, with the goal of achieving shovel ready status by 2026.

Motion #24-250

Town of Gander Events and Active Living Facility Expansion Project

Moved by Councillor Pollett and seconded by Deputy Mayor Ford that the Mayor writes a letter seeking support and commitment from the provincial and federal governments for the Events and Active Living Facility Expansion Project.

In Favour: 6 Opposing: 0

Decision: Motion carried.

11. ADJOURNMENT

Motion #24-251

Adjournment

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

In Favor: 6 Opposing: 0

Decision: Motion carried.

The meeting was adjourned at 5:15 p.m.

P. Farwell, Mayor

B. Hefford, Town Clerk

MINUTES
Cobb's Pond Rotary Park Planning Committee
Friday, November 29, 2024 @ 10:30 a.m.
SCC, MR#2

Present:	Tara Pollett	Councillor/Chair, Community Services Committee
	Jerry Knee	Director, Dept. of Community Services
	Mike Harris	Building Supervisor, Dept of Community Services
	Tony Gabriel	Gander Rotary Club
	Brian Mosher	Gander Rotary Club
	Bruce Sparkes	Gander Rotary Club
	Derek Hillier	Gander Rotary Club

Park Lighting and Light Up the Park Event Update

The lighting is installed and working. A "Light Up the Park" event will take place at Cobbs Pond on December 10, 2024, starting at 6 pm. As part of this event, Gander Grow Co will operate a canteen complete with hot chocolate etc. out of the building.

Water Dispenser Update

After consultation with the company that supplied the previous nonfunctioning water dispenser, it was agreed by the company that the unit was not working properly, and a new one was shipped to the park. The unit is currently in storage and will be installed in the spring.

Pond Water Fountain

The problem is a broken waterproof cable from the shoreline to the fountain. Efforts will be taken to see if this cable can be sourced and installed locally in time for the spring startup of next tourist season at the park

Little Cobb's Access Trail and Boardwalk

It was agreed that this section of the boardwalk needs immediate attention in terms of levelling and rotten boards. The town noted that considerable work has been done this year replacing individual boards. Discussion focused on the various options in terms of the following:

- Replacement of boards and levelling
- Examining a granular/ gravel replacement
- Looking at a deep post option like what was done in other parts of the boardwalk
- Rerouting the trail, especially considering the new building lots that are part of the Ogilvie Street extension

It was decided that the best course of action would be to have a representative from Engineering at the next meeting as well as a map so that we could better plan which is the best course of action. We would also need to look at the guidelines in terms of wetland development as part of this discussion.

Brush Cutting Along Boardwalk

This will be done as early as possible in the spring and looked at as a part of regular maintenance over the coming season.

Painting Park Signs and New Signage

This will also be looked at as part of the park budgetary items with urgent attention to the need for painting of existing signage. In terms of new signage, areas like Penwell and Thirsk entrances should only need smaller, non-lit signage (similar to the one at the entrance to the Foote Path) as they would be located in residential neighborhoods. A larger entrance sign, though could be considered for the entrance at the end of Airport Blvd.

New signage, likely an arch type, needs to be considered to replace the three dilapidated signs along the Little Cobbs Trail

In terms of painting, the chalet is also in need of stain and paint and this needs to be done in the spring.

Memorial Tree Program

We have basically reached the limit in terms of trees in the front of the park. Further requests could be entertained for areas along the boardwalk or for other green spaces around town - outside of the park.

Snow Clearing Parking Lot and Washrooms Yearly

This is a budget request item, but optimism is there that this will happen. Damage to the washrooms continues to be an issue and action may need to take place during times when St Paul's Intermediate has their lunch break as this seems to be when a lot of the damage is happening.

Further discussion regarding snow clearing of the Cobbs trail was not discussed but needs to be in future meetings.

Gravel Walkways on Boardwalk

These areas will be assessed, especially in light of water buildup from the heavy rains from the past number of weeks. In areas like the end of the Foote path this will likely require adding fill to raise the pathway and divert the flow of water away from the walking area.

Snowshoe Trails

Derek will look at this idea in consultation with Dr. Ed Collins who has done similar work with the Ski Club. Consultation will also be made with Committee member, Jack Waye, to make sure that this is OK with the ski club and that this will not negatively impact them. It is also a possibility that a lot of the clearing for these trails could be done with Rotary and community volunteers. It is expected that this will happen with no cost impact to the Town. Tara suggested that, after the initial investigation is done, a letter be prepared to the Town explaining what is proposed for the snowshoe trails.

Solar Lighting Along Boardwalk

Twillingate was quite successful in an initiative that allowed individuals and businesses to purchase a solar light pole as a memorial or as a business donation. Those purchasing/ donating paid \$500.00 per pole.

This is definitely a possibility going forward.

As part of this initiative however, consultations would need to take place in terms of not disturbing wildlife or the nature in the park.

Cleaning Duck Droppings on Boardwalk

To be looked at in the spring and determine the most effective way to clean but needs to be done.

Cleaning Drainage on Boardwalk

The gaps in the boards are not allowing the water to properly drain, resulting in pooling along the boardwalk. Debris from the trees is compounding the issue. Issues to remediate/ increase drainage will be done in the spring.

Clearing Dead Trees

Dead trees in close proximity to the Cobbs Pond trail are a safety hazard and it is a high priority to plan for their removal.

The trees to be removed will be identified no earlier than early spring. It is hoped that with a bit of combined forces between the Town, Rotary and some volunteer groups like Scouts etc., that some degree of tidying up along the Cobbs Pond Trail will occur in May 2025.

Next Meeting

It was discussed having regular monthly/bimonthly meeting. The next meeting date was set for January 31, 2025, at 10:30 am.

Adjournment

Meeting adjourned at 11:30 am.



NL Trailway

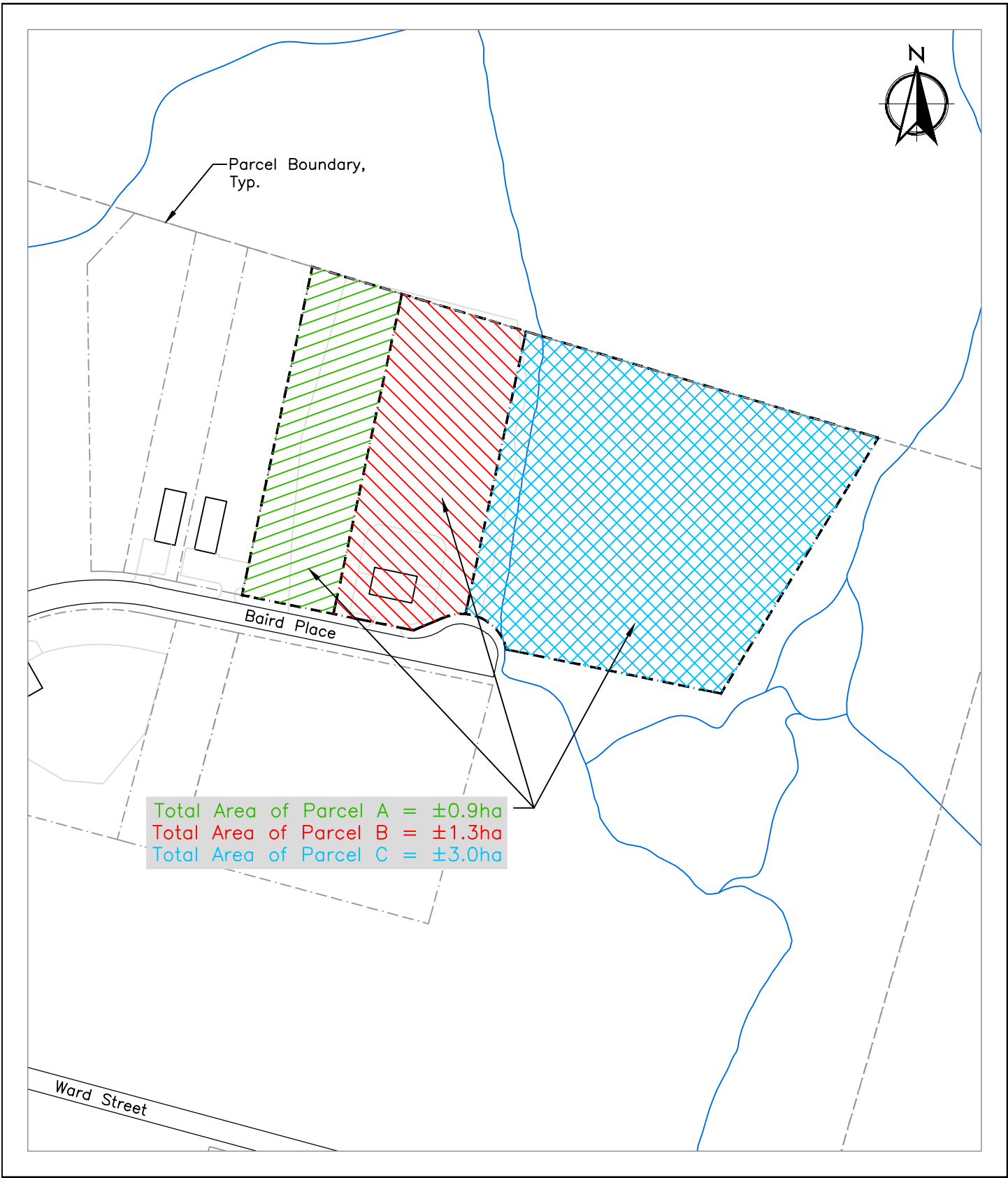
24 Carr

Proposed Rogers
Tower Site

18 Carr

16 Carr

Carr Crescent



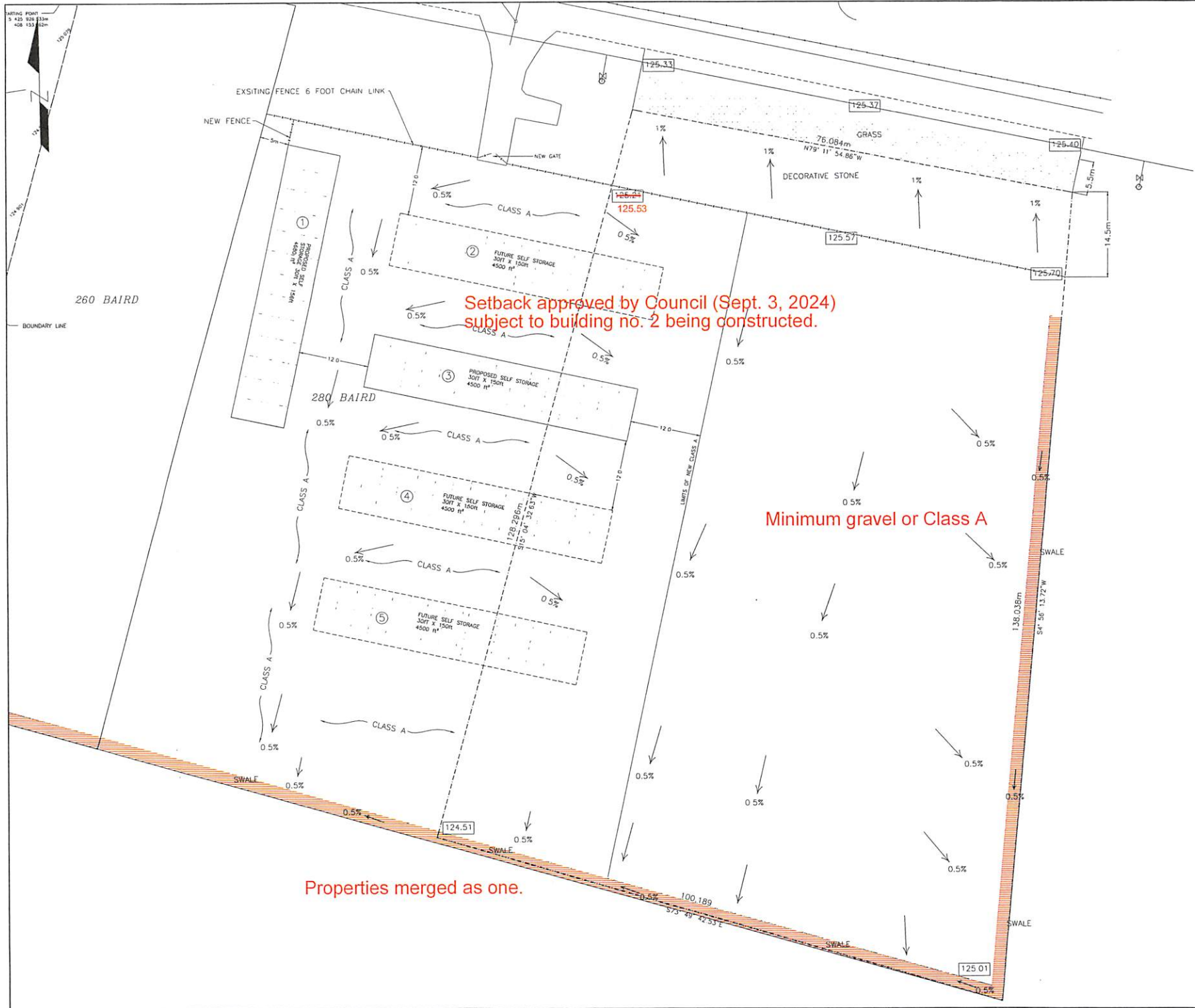
Drawing Title:
305 Baird Place—
Proposed Parcels of Land

Drawn By:
S. Blundon

Scale:
1 : 3000

Date:
Dec. 13, 2024

Drawing Number:
24-1086R1



Setback approved by Council (Sept. 3, 2024)
subject to building no. 2 being constructed.

Minimum gravel or Class A

Properties merged as one.

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

Roll Number	2024 Property Tax	% of Reduction	Amount of Reduction	Revised 2024 Taxes
034010050000	\$2,554.12	20	\$510.82	\$2,043.30

TAX AGREEMENT

THIS AGREEMENT made at the Town of Gander, in the Province of Newfoundland, this _____ day of _____, 2024.

BETWEEN:

THE GANDER INTERNATIONAL AIRPORT AUTHORITY INC., a body corporate duly incorporated under the laws of Canada,

(hereinafter referred to as "GIAA")

OF THE ONE PART,

AND:

THE TOWN COUNCIL OF THE TOWN OF GANDER, a body corporate duly incorporated pursuant to the Municipalities Act, 1999 R.S.N.L. c.M-24,

(hereinafter referred to as the "Town")

OF THE OTHER PART.

- A. By a Ground Lease dated March 1, 2001 (the "Ground Lease"), the Government of Canada (as Lessor) leased premises more particularly described in the Ground Lease and defined therein as the "Demised Premises" (hereinafter the "Airport Property") unto GIAA (as Lessee) for a term of 60 years from March 1, 2001 with the requirement that the leased premises be used as an international airport;
- B. The Government of Canada as Owner/Lessor of the Airport Property under the Ground Lease is generally exempt from property, business and water tax assessed and levied in respect of real property pursuant to the *Assessment Act* and the *Assessment Act, 2006* and to the *Municipalities Act, 1999* (hereinafter the "Municipal Tax Legislation") and consequently, pursuant to the Municipal Tax Legislation, Notices of Assessment and tax invoices concerning

the Airport Property were sent to GIAA as Lessee of the Airport Property;

- C. Each year from the tax year 2002 to the tax year 2012, GIAA appealed its municipal tax assessments concerning its ownership, occupation and use of the Airport Property and in the same period GIAA also disputed the general taxability of GIAA concerning the Airport Property pursuant to the Municipal Tax Legislation and particularly disputed the amounts of property tax payable by GIAA to the Town (hereinafter the "Tax Dispute");
- D. As a part of the Tax Dispute, the Town sought payment from the Government of Canada pursuant to the *Payments in Lieu of Taxes Act*, R.S.N. 1985 c.M-13 and GIAA in turn disputed the Town's right to PILT payment pursuant to that legislation and disputed GIAA's obligation to make any PILT payment to the Town and any reimbursement of the Government of Canada concerning a PILT payment made by it to the Town (hereinafter the "PILT Dispute");
- E. GIAA's position, which is disputed by the Town, is that the Airport Property is infrastructure that makes other real property located within the boundaries of the Town more valuable for tax assessment and taxation purposes and is that the Airport Property, in its current assessable use as an airport, has a very low assessment value;
- F. GIAA cites *Town of Gander v Gander International Airport Authority Inc.*, 2011 NLCA 65 and *Labatt Brewing Co/Molson Breweries Limited v St. John's (City)*, 2011 NLCA 75 in support of its position that the assessed value of the Airport Property that is to be entered upon the assessment roll for the tax years 2025-2034 and for the foreseeable future is \$1.00, which allegation is disputed by the Town;
- G. In a separate Taxes Payable Agreement executed on 18th of July 2013, GIAA and the Town have amicably settled the Tax and PILT Disputes concerning the tax years 2004-2012;
- H. Pursuant to section 111 of the *Municipalities Act, 1999 SNL 1999 c M-24* the Town through its

Council may, by a vote of 2/3 of the councillors in office, grant an exemption, remission or deferment of taxes and interest on the taxes, either in whole or in part, for those periods of time that the council decides; and may, by a vote of 2/3 of the councillors in office, enter into tax agreements and offer tax incentives which vary existing rates of tax;

- I. In order to settle their disagreements concerning taxes and/or PILT potentially payable by GIAA to the Town concerning tax years subsequent to the tax year 2012, GIAA and the Town have agreed to the following terms, which terms have been approved by a vote of 2/3 of the Town councillors in office as indicated by the Minute of Council attached hereto at Schedule "A";
- J. The Parties acknowledge and agree that this Agreement is being entered into without prejudice to any existing or potential disputes between them, and nothing in this Agreement, nor any actions taken pursuant to it, shall be construed as a waiver, admission, or concession by either Party regarding the existence, validity, or resolution of any such disputes; the Parties further reserve their respective rights to pursue or defend any claims, disputes, or proceedings that may arise, whether before a court, arbitrator, or any other competent authority, without limitation or prejudice as a result of this Agreement.

NOW THEREFORE THIS AGREEMENT WITNESSETH that, in consideration of the mutual covenants and agreements contained herein, the parties hereto covenant and agree with each other as follows:

1. Commencing January 1, 2025 and continuing to Dec 31, 2034 , GIAA shall be exempt from all property, water and business taxes payable or potentially payable by GIAA to the Town, pursuant to the Municipal Legislation and any replacement or substitute legislation, arising from and concerning GIAA's tenancy, title, ownership and occupation of the Airport Property

(the "Demised Premises" as defined in the Ground Lease) and any additions and alterations thereto.

2. The Town shall not seek PILT payments pursuant to the *Payments in Lieu of Taxes Act* concerning GIAA's tenancy, title, ownership and occupation of the Airport Property.
3. GIAA shall, commencing on January 1, 2025, or on the first business day in January each year, in lieu of the taxes or grants that might have been payable but for clauses 1 and 2 hereof, make the following payments to the Town:
 - a. \$50,000.00, plus;
 - b. The greater of the annual amount recorded in the financial statements of GIAA for the sale of unbottled water billed to its various tenants in the previous calendar year, or \$21,000, and plus;
 - c. \$1.00 for each enplaning domestic passenger at Gander International Airport in the previous calendar year as compiled and published by the Air Transportation Association of Canada.
4. With regard to clause 3(b) hereof, in the event that the financial statements of GIAA are not available in time for the payment on the first business day in January of a year, then the amount of \$21,000.00 shall be used in clause 3(b) with adjustments to be made (if necessary) within 2 months after the financial statements of GIAA for the relevant calendar year are received by the Town.
5. With regard to clause 3(c) hereof, in the event that the number of enplaning domestic passengers at Gander International Airport in the previous calendar year as compiled and published by the Air Transportation Association of Canada is not available in time for payment on the first business day in January of a year, then the amount of \$50,000.00 shall be used as the payment pursuant to clause 3(c) with adjustments to be made (if necessary) within 2

months after the actual number of enplaning domestic passengers for the previous calendar year as compiled by the Air Transportation Association of Canada is received by the Town.

6. In the event that payments pursuant to clause 3 hereof are not made on the date specified herein, then interest shall accrue on such unpaid amount at the usual rates for charging interest on such outstanding taxes established by the Town pursuant to the Municipal Tax Legislation.
7. All disputes arising out of or in connection with this Agreement will be referred for resolution as specified in this section. "Manager" means the President and Chief Executive Officer of GIAA and the Chief Administrative Officer of the Town.
8. If a dispute occurs between the parties concerning any matter governed by this Agreement, the Manager of the party raising the dispute (the "Disputing Party") shall promptly advise the Manager of the other party (the "Responding Party"), and the two Managers shall work together and use all reasonable efforts to resolve the dispute.
9. If the Managers are unable to resolve the dispute informally within five (5) working days of it being referred to them, then the Manager of the Disputing Party shall give the Manager of the Responding Party written notice of the dispute, which notice will describe particulars of the dispute including the following:
 - a. a detailed description of the nature of the dispute,
 - b. a list of the relevant provisions of this Agreement, or other relevant documents,
 - c. a list of the suggestions, if any, for settling the dispute, and
 - d. an evaluation by the Manager of the Disputing Party of the matters in dispute.
10. Upon receipt of the dispute notice pursuant to clause 9 above, the Responding Party shall, within fifteen (15) days of receipt of the written notice, provide the Disputing Party a decision, in writing, of one of the following:

- a. that the Responding Party accepts the position of the Disputing Party, or
- b. that the Responding Party rejects the position of the Disputing Party.

11. If the Responding Party rejects the position of the Disputing Party, the Disputing Party may withdraw the dispute notice, and the dispute will be considered as having been resolved
12. If the Disputing Party does not withdraw the dispute notice within fifteen (15) days of the Responding Party providing its written decision in accordance with clause 10 hereof, the dispute shall be forwarded in writing to the Governance Level of each organization for resolution. For the purposes of this section, the Board Chair of the Authority will be the representative for GIAA and the Mayor will be the representative for the Town. Using direct communications, the two representatives will have fifteen (15) working days from the matter being referred to them to resolve the dispute.
13. If the Board Chair and Mayor fail to resolve the dispute in accordance with clause 12 hereof, the parties may, within fifteen (15) days, refer the dispute to mediation with a mutually agreed third party. If the dispute is not settled within forty-five (45) working days of the appointment of the mediator or, if the dispute is not referred to mediation, within thirty (30) days of the Board Chair and Mayor failing to resolve the dispute, then either party may initiate court proceedings.
14. All disputes arising out of or in connection with this Agreement or in respect of any defined legal relationship associated with it or derived from it must, unless the parties otherwise agree, be referred to and finally resolved by a court decision in Gander, Newfoundland and Labrador.
15. All notices or other communications necessary for the purposes of this Agreement shall be in writing and shall be delivered personally or by courier, or by email, or shall be sent by registered mail or by prepaid post or sent by facsimile, addressed:

in the case of the Town, to:

Town Council of Gander

100 Elizabeth Dr.
Gander, NL A1V 1G7

Telephone: 709-651-2930

Facsimile: 709-256-5809

Email: info@gandercanada.com

in the case of GIAA to:

Gander International Airport Authority

PO Box 400
Gander, NL A1V 1W8
Telephone: 709-256-6668

16. This Agreement shall be binding upon the parties hereto, their successors, assigns and any substitute Airport operator and municipality during the term of this Agreement.

IN WITNESS WHEREOF the Parties have hereunto their hands and seals subscribed and set the day and year first before written.

SIGNED, SEALED AND DELIVERED
by the Town of Gander, in the presence of:

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)

TOWN OF GANDER

Per: _____
TOWN CLERK

SIGNED, SEALED AND DELIVERED
by the Gander International Airport Authority
Inc. in the presence of:

)
)
)
)
)
)
)

**GANDER INTERNATIONAL AIRPORT
AUTHORITY INC.**

Per: _____
PRESIDENT/CEO

TOWN COUNCIL OF GANDER
2025 Committee Structure – Effective January 1, 2025

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

Brad Hefford Director Governance & Legislation Services/
Town Clerk/Co-CAO (A)
James Blackwood Director of Planning & Public Works/Co-CAO (A)
Jerry Knee Director Community Services
Kelly Hiscock Director Corporate Services
Addison Quilty Director Public Safety & Protective Services (A)

COMMITTEE OF THE WHOLE

Chairperson: Mayor P. Farwell Every 2nd and 3rd Wednesday of the Cycle
 Deputy Mayor B. Ford Council Chambers

Members: All of Council

Resource Person(s): Brad Hefford, Director, Governance & Legislative Services /Town Clerk/Co-CAO (A)
 K. Hiscock, Director, Corporate Services
 J. Knee, Director, Community Services
 A. Quilty, Director, Public Safety & Protection Services (A)
 J. Blackwood, Director, Planning & Public Works/Co-CAO (A)

REGULAR MEETING OF COUNCIL

Chairperson: Mayor P. Farwell Wednesday, 4:00 pm

Members: All of Council Every 4th Week, starting on January 22, 2025
 Directors Council Chambers
 Brad Hefford, Director, Governance & Legislative Services/Town Clerk/Co-CAO (A)

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