

MINUTES

Regular Meeting of Council Wednesday, May 23, 2012 @ 4:30 pm Council Chambers

Present:	C. Elliott	Mayor
	Z. Tucker	Deputy Mayor
	R. Anstey	Councillor
	S. Oram	Councillor
	N. Lanning	Councillor
	A. Scott	Councillor
	D. Blundon	Councillor

Advisory Resource:	J. Turner	Chief Administrative Officer
	G. Brown	Town Clerk/Director of Finance
	D. Chafe	Director of Economic Development
	J. Blackwood	Director of Municipal Works & Services
	P. Fudge	Fire Chief
	K. Waterman	Director of Parks, Recreation & Tourism
	S. Fisher	Human Resources Supervisor

1. CALL TO ORDER

The Meeting was called to order at 4:32pm.

2. VISITORS/PRESENTATIONS

Mayor for the Day

Municipal Awareness Day took place on May 16th with some prizes to be awarded to the kids, one being Mayor for the day whereby Brandon Downer was the lucky winner. He called the meeting to order and was presented with a certificate and a gift on behalf of Council.

Jumpstart Proclamation

The Mayor proclaimed May 26th, 2012 as Jumpstart Day whereas it is dedicated to raise awareness across Canada so all kids can be given a sporting chance.

3. MINUTES FOR APPROVAL

Motion #12-095

Minutes for Approval

Moved by Deputy Mayor Tucker and seconded by Councillor Scott that the Minutes from the Regular Meeting of Council on May 2, 2012 be adopted as presented.

In Favour: 7 Opposing: 0

Decision

Motion carried.

4. BUSINESS ARISING FROM PREVIOUS MINUTES

None.

5. REPORTS – STANDING COMMITTEES:

A. Public Safety and Human Resources Committee:

The Public Safety and Human Resources Committee report was presented by Councillor Oram.

The Public Safety and Human Resources Committee meeting was held on May 14, 2012. The meeting was chaired by A. Scott, Councillor. Other members present included: C. Elliott, Mayor; G. Brown, Director of Finance; S. Fisher, Human Resources Supervisor; P. Fudge, Fire Chief; O. Fudge, Municipal Enforcement Officer; C. Walbourne, Human Resources Student.

The following items were discussed:

PUBLIC SAFETY

Department of Transportation & Works – Speed Signs

The Deputy Municipal Clerk received a response from the Town's request to have larger speed signs posted on the TCH through Gander. Mr. Corbett Randell, Regional Director for the Department of Transportation and Works, understood our safety concern. He stated that it has been proven that changing the size of the signs does not deter speeders or reduce the number of accidents. For this reason the signage will not be changed.

The Committee also discussed extending the 60 km zone to the Cooper Blvd intersection to the east. This request has been rejected in the past, however the Committee felt that it should be requested again.

Portable Speed Signs Update

The Municipal Enforcement Officer indicated that we have not been able to get any information from the sign to date because we need a cord to download the information. This has been ordered and the Committee will be given an update on the data collected once it is available.

Councillor Blundon expressed concerns as to why the speed bump has yet to be placed on Fraser Road or elsewhere throughout the Town. Alternatively, if it is not being used he recommended that it be sold.

The CAO advised that the staff are to use their judgment to determine when the speed bump should be put out and asked if Council desired to have a set date for installation.

The Director of Municipal Works advised that it has been an early spring and that the date would fluctuate each year depending on weather conditions.

Councillor Anstey concurred that having a fixed date would not be practical as our seasons fluctuate year to year.

Funding for EOC – JEPP Program

The Director of Finance advised that \$26,605.78 for the 2012-2013 year has been approved to cover 50% of the cost of the 4x4 and other equipment needed for emergency communication equipment. It is noted that this would be the last year for the program.

The Committee would like to thank the Federal and Provincial governments for provision of this funding.

Building Inspections

It was agreed that the Maintenance Planner will be responsible for recording and scheduling all maintenance for Town owned buildings as well as handling all service contracts to ensure that these contracts do not expire.

Building Permits

Under the Provincial guidelines, Building Permits are not required for provincially owned buildings and therefore the Town will no longer be carrying out inspections of provincially owned buildings. The Fire Department has raised a safety concern for the Firefighters as they are entering a building that they are not familiar with.

With the recent changes to the issuance of building permits as to whether or not they are required, there seems to be some confusion as to the guidelines put forth in the recent announcement. Council has requested that the Province be written to ask for clarification.

The CAO indicated that there are some concerns in that we would be unable to comply with the Municipalities Act with respect to issuing building permits for new buildings.

HazMat

The Fire Chief indicated this contract has expired provincially three years ago. The contract outlines the terms and conditions under which the Fire Dept. provides hazmat response to this area of the Province. The Province is currently drafting a new contract for communities hosting hazmat trailers and it will be brought to Committee once it is received.

Shoulder Flashes

It was discussed amongst the Firefighters that the current logo is hard to read and interpret. Therefore, the Firefighters agreed that they would like to go with the standard firefighting logo that is used within many areas throughout the Province. The cost is \$1.90 per unit for 244 crests.

The Committee agreed with the recommendation.

Motion #12-096

Shoulder Flashes

Moved by Councillor Oram and seconded by Councillor Scott that the Gander Fire Rescue's crest be adopted as attached.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Deputy Fire Chief and Assistant Fire Chief

With the recent changes in the Fire Department, the Fire Chief indicated that the new Deputy Fire Chief is Derek Coffey and the Assistant Fire Chief is now Joe Mayo. The Captain's position is currently open. A further update will follow.

Paintball Use by Playgrounds

Residents have expressed concern with the use of paintballs in our playgrounds. As a reminder to all residents, paintball guns are similar to pellet guns, and fall under the Air Gun By-Laws which state that the Air Guns are not to be used within Town limits.

Variance Report

The Director of Finance reviewed the Variance Report with the Committee. He indicated that the Department is projected to be \$15,974 over budget. The bulk of this variance is due to electrical costs for the Fire Hall being over budget, as well as some miscellaneous equipment that had to be purchased for the new ladder truck.

The Fire Chief and MEO left the meeting.

HUMAN RESOURCES

Completion of Agendas & Preparation of Minutes Policy

The Committee reviewed and agreed with the changes to the Completion of Agendas & Preparation of Minutes Policy. There were a couple of changes required, as attached.

Motion #12-097

Completion of Agendas & Preparation of Minutes Policy

Moved by Councillor Oram and seconded by Deputy Mayor Tucker adoption of the changes to the Completion of Agendas & Preparation of Minutes Policy, as attached.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Inspection Report

The Committee reviewed the OH&S Report for the Depot. There were small traces of asbestos, however, no action will be required at this time. If in the future, the Town requires renovations that will require floor finishings or drywall and ceiling tiles to be removed, further inspection would be required at that time.

B. Parks & Recreation Committee:

The Parks and Recreation Committee report was presented by Councillor Blundon.

The Parks and Recreation Committee was held on May 17, 2012. The meeting was chaired by D. Blundon, Councillor. Other members present included: Z. Tucker, Deputy Mayor; K. Waterman, Recreation Director.

The following items were discussed:

TD Green Streets Application

The Department received notification from the TD Green Streets Program that the application for funding was not approved. The Committee suggested that the Civic Enhancement Committee reapply for the 2013 program.

Canadian Tire Jumpstart Program

The Canadian Tire Jumpstart Program is a community-based charitable program that helps financially disadvantaged youth participate in organized sport and recreation. The program has been well received and utilized by the youth in Gander and surrounding areas. On May 26th, Jumpstart will hold its third annual "Jumpstart Day". Over the past seven years, this program has provided over \$75,000.00 in funding to help offset registration fees, transportation and equipment costs in this area.

The group is asking municipalities to celebrate and promote this day by signing a proclamation which will be done at our next Council meeting on May 23rd.

Variance Report

The Committee reviewed the department's variance report. The Director noted that the kilowatt consumption was up in the month of February due to the hosting of the Hospitality Newfoundland & Labrador Conference. A record of the oil consumption for the past six years was circulated. The Committee noted that the consumption record did identify consistent or even lower consumption levels in the first quarter from previous years.

Community Centre User Group Meeting

The Director informed the Committee that the annual spring user group meeting is scheduled for Thursday, May 24th at 7:30 pm in meeting room #2 at the Centre. All current and potential user groups have been invited to come along and discuss plans for the 2012-13 ice season.

Summer Program Staffing

The Department has been informed that the Town has received funding to subsidize the hiring of eight students positions for seven weeks each this summer. The hiring and work schedule will be prepared to assist with the various summer activities and events.

Councillor Blundon noted that in previous years, the Town had up to 20 – 22 students to help run programs such as the Festival of Flight. He was pleased to announce that the Town is able to offer the same product to our residents even though there has been a significant reduction to 7 or 8 students for the summer period to run these summer programs.

Multiplex RFP Status

The Committee requested an update on the status of the Recreation Multiplex RFP. The Director noted that the document has gone through a number of revisions. The Committee suggested that the steering group meet to finalize the proposal as soon as possible in order to have it ready for tender calls.

There will be a meeting held Friday, June 1, 2012 to meet with other User Groups to help determine what changes were required, if any to the RFP. Two representatives from the Province will be present at this meeting. Once details are finalized it will then follow the normal tender processing.

C. Economic & Social Development Committee:

The Economic & Social Development Committee report was presented by Councillor Blundon.

The Economic & Social Development Committee was held on May 14, 2012. The meeting was chaired by Councillor Blundon. Other members present included: C. Elliott, Mayor; N. Lanning, Councillor; A. Crummey, Development Officer. Guests: K. McGrath, CEO Central Health; M. Zuckerman, MD, VP, Medical Services, Central Health.

The following items were discussed:

Central Health

The Committee welcomed Ms. Karen McGrath and Dr. Michael Zuckerman to the meeting and the following items were discussed:

Family Physician Update

The Committee was advised that two new physicians will be joining the Gander Medical Clinic within the next couple of weeks and one more will be coming in the early Fall. There are also ongoing negotiations to attract another three physicians within the next year.

Pediatric Specialist

The Committee expressed their concern that there was only one half-time pediatrician operating from James Paton Memorial Regional Health Centre which could mean the loss of obstetrics. Ms. McGrath advised that although it is true that a pediatrician has to be on staff for the birth of a baby, they are not overly concerned as they are actively recruiting another full time pediatrician which they hope to have in place in the near future. In the interim there is a group of five pediatricians who rotate through the hospital providing locum services and relief for the existing physician.

Councillor Blundon noted that the CAO inquired about the long term care facility with respect to the number of beds allocated to long term care. Councillor Blundon will ask Ms McGrath on an update on the study that was completed a couple of years ago.

Hospital Renovation Update

Renovations at James Paton Memorial Regional Health Centre are ongoing with the work from last year's budget soon to be completed. While no money has been allocated in this year's budget next year will see renovations being completed on the Obstetrics/Gynecology unit. One more medical unit and a new rehab unit will see the completion of the renovations at the hospital. To date \$68 million has been spent on the renovations with another \$12-15 million required to complete the planned work.

Municipality's Role

The Committee inquired about the Town's role in recruitment and retention of physicians. Ms. McGrath pointed out that there is an excellent working relationship between Central Health and Council and that Council has been very helpful with their recruitment efforts. When asked what type of event would be most beneficial for the Town to sponsor the Committee was advised that inviting all new physicians and their families to an annual community event or a Town sponsored barbecue would be a good welcoming.

Mayor Elliott thanked Ms. McGrath and Dr. Zuckerman for taking time out of their schedules to meet with the Committee.

Press Release – EVAS Air

Council was pleased to learn that Exploits Valley Air Services (EVAS) has been awarded over \$260,000 through the Provincial Government's Air Access Strategy to promote and increase the frequency of their non-stop air service between Gander and Happy Valley-Goose Bay. EVAS is the only air carrier offering a direct scheduled flight between Gander and Happy Valley-Goose Bay. We would like extend our congratulations to Pat and Florence White on their continuing success in growing their business.

Meeting with CMHC re Affordable Housing

Glenn Furlong of the Canada Mortgage & Housing Corporation has contacted the Committee seeking an opportunity to meet and discuss the issue of affordable housing in Gander. The Committee agreed a meeting would be in order and directed staff to arrange to have Mr. Furlong attend a future Economic & Social Development Committee meeting.

Variance Report

The Committee reviewed the department's first quarter variance report. The report indicated small savings in Consulting & Lobbying expenses which resulted through additional revenues being received from external sources.

Canada Day Market

As planning continues for the upcoming Canada Day Open Air Market, staff continue to market the availability of custom built kiosks. Unfortunately, initial uptake for the kiosks has been slow with fourteen units still available. The Open Air Market Committee is recommending that some of the booths be offered to non-profit Community Groups free of charge as a fundraising opportunity.

The Committee felt this was a good idea as it would offer exposure of the booths and allow us to market the other two events.

Building Statistics

The Committee reviewed the building statistics for the first quarter to 2012. There were 7 permits issued for new residential units from January 1st to March 31st, 2012 with an estimated value of \$1,418,689.

The total number of building permits issued in the first quarter for 2012 is 32, with an estimated value of \$2,273,289.

Rescheduling of Meetings

There are two Economic Development Committee meetings scheduled to take place on holidays this summer. The Committee was asked to reschedule the meetings to a different day. Therefore, the June 25th meeting will now take place on June 27th at noon and the August 6th meeting will now take place on August 8 at noon.

D. Tourism Committee:

The Tourism Committee report was presented by Councillor Lanning.

The Tourism Committee meeting was held on May 15, 2012. The meeting was chaired by N. Lanning, Councillor. Other members present included: R. Anstey, Councillor; S. Oram, Councillor; K. Sceviour; Director of Parks & Recreation (A).

The following items were discussed:

Renaming of Building

The Committee discussed a letter requesting the renaming of the commercial strip mall across the road from the splash pad and playground area to Sabena Square. The request was submitted some time ago and the business requesting the name change has since closed. The Committee agreed that due to this fact, they would not pursue this request any further.

Councillor Blundon questioned why the issue of renaming of the building was dropped just because the business that requested the name change has since closed.

Councillor Lanning expressed concerns with naming the area due to the fact that some of the buildings are not esthetically pleasing and that there are some buildings in need of extensive repair.

Mayor Elliott suggested that if this is an item that Councillor Blundon would like to proceed with, it should be referred back to Committee.

Advertising Request

A request for advertising from Rising Tide Theatre was reviewed. As this was not budgeted in the advertising plan, the Committee did not approve this request.

Festival of Flight Planning Update

Atlantic Lottery Sponsorship

The Committee is pleased to announce that Atlantic Lottery has decided to become a Corporate Sponsor of the 2012 Festival of Flight. In addition to a cash donation of \$5,000.00, Atlantic Lottery will be participating in the Gander Day festivities with their DOME tent. The cash donation will be used to enhance the Gander Day celebrations and provide overnight security for the tent.

Gander Day Vendors

A discussion regarding the proposed changes for Gander Day vendors took place. Due to the fact that the Gander Day Celebrations will be moved to the Art Walker ball field for 2012, it was agreed that the Town will not construct booths and will only provide a table, chair and power if required to each booth.

This would provide a cost savings of over \$2,500.00 which could be reallocated to enhance the Gander Day Celebrations or assist with the clean up if required.

Deputy Mayor Tucker stressed the importance that clean up after Gander Day Festivities be done immediately to ensure that ball fields and the whole area will be available to User Groups.

As well, the reallocation of the cost savings of \$2,500 is being put back into the repairs and general maintenance of the ball fields which will take place after the Gander Day Festivities if required.

Street Naming

The Committee discussed the current street naming policy which states that the Tourism Department is responsible for acquiring names for the street naming list. It is recommended that this policy should be redirected to the Economic Development Committee as the current staff are very knowledgeable of aviation history which would assist with the implementation of this policy. This is forwarded to the Economic Development Committee for their review.

Variance Report

The Committee reviewed the 1st quarter variance report and the Department is within budget. This is forwarded to the Finance Committee for their review.

E. Municipal Works & Services Committee:

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

The Municipal Works & Services Committee was held on May 16, 2012. The meeting was chaired by R. Anstey, Councillor. Other members present included: N. Lanning, Councillor; D. Blundon, Councillor; J. Blackwood, Director of Municipal Works & Services; J. Turner, CAO. Guests: Paul Walsh and Nick Critchlow, Atlantic Asphalt.

The following items were discussed:

Motion #12-098

Conflict of Interest

Councillor Oram has requested that Council vote on whether or not he would be in a conflict of interest when discussing the Atlantic Asphalt issue due to the fact that he had expressed interest in potentially operating an asphalt plant in the future.

Moved by Deputy Mayor Tucker and seconded by Councillor Anstey that Councillor Oram was in conflict of interest with regard to the Atlantic Asphalt asphalt plant issue.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Councillor Oram left the meeting due to conflict of interest at 5:07pm.

Delegation – Atlantic Asphalt

The Committee met with Mr. Nick Critchlow & Mr. Paul Walsh, Owner operator of Atlantic Asphalt Sealing who expressed his concerns over Councils classification of the Asphalt Plant being operated at 360 Garrett Drive. He felt that both the Town and the Province had wrongfully classified his equipment as an Asphalt Plant vs a Recycler and that its operation should not be considered a hazardous industry. He refuted Councils decision to uphold the stop work order on his business and argued that he was not in violation of the Town of Gander Regulations. Mr. Walsh indicated that he is going to approach the Provincial Government to ask for a second opinion.

He advised that, if forced to do so by the Town, he would carry this equipment around town from site to site. In doing so there is a lot of large support equipment required to travel with this recycler and would make it more detrimental to the Town to use it in this fashion rather than to have it stationary on his property on Garrett Drive.

Councillor Lanning stated that no matter what a person would still have to deal with emissions on a consistent basis. In any case it is still hazardous material which is not permitted in this area.

Councillor Anstey reiterated that it has gone to Government and the response is that it was considered a plant. It is affecting businesses in the area, as well as other potential businesses that would like to come to the area. There is no definite answer. He suggested that the Town push ahead with the order and the business owner can appeal the order if they wish to do so.

The CAO indicated that the Town should be concentrating on the use of the land and the regulations around that land. Asphalt is considered hazardous products under our regulations and requires a Development Permit and there are no provisions to permit this activity either as a discretionary or permitted use.

360 GARRETT DRIVE – STOP WORK ORDER

Last year Council received a complaint about a piece of equipment operating at 360 Garrett Drive creating excess smoke and smell. The equipment was used to produce recycled asphalt. Under our zoning regulations asphalt plants are not allowed in an Industrial zone. The question that had to be answered was whether the equipment in question was an asphalt plant or a mobile asphalt recycler.

Council has since been in touch with the consultant who developed the Town Plan, the Provincial Planning Office as well as our own staff and they all agree that it is an asphalt plant. Accordingly Council feels that it has no choice but to issue a stop work order for use of this equipment at the 360 Garrett Drive site.

Atlantic Asphalt & Sealing

WHEREAS the operations at 360 Garrett Drive have been deemed as a Asphalt Plant as opposed to a Mobile Recycler

AND WHEREAS Atlantic Asphalt is in violation of zoning by operating an Asphalt Plant in an Industrial Zone

Motion #12-099

Atlantic Asphalt & Sealing

Moved by Councillor Anstey and seconded by Councillor Lanning that a Stop Work Order be issued to JPW Enterprises Ltd operating as Atlantic Asphalt & Sealing requiring them to cease using their Asphalt Plant at 360 Garrett Drive immediately.

In Favour: 4 Opposing: 2

Deputy Mayor Tucker & Councillor Blundon opposed.

Decision: Motion carried.

Councillor Oram returned to the meeting at 5:25pm.

Letter-Little Cobb's Pond

The Committee reviewed a letter from a resident of Ogilvie Street stating his concerns regarding the proposed development of Little Cobb's Pond. The Director will respond to the resident advising that his concerns will be taken into consideration throughout the rezoning process.

Letter- H. Wareham & Sons Ltd

The Committee reviewed a letter concerning Councils policies for developers. The Director will respond to the developer explaining the circumstances surrounding letters received by the Developers from the Town of Gander.

Letter- Clean Up Week

The Committee reviewed a letter from a resident of Jones Place regarding Clean-Up Week. He had raised concerns about how the clean up week was carried out and the items that were permitted and not permitted for collection.

The Director advised that his Department is currently reviewing the process that was used during the clean up week and identify improvements that can be made in the process. The Committee asked the Director to respond to the resident thanking him for his concerns and that his suggestions will be taken into consideration prior to the next Clean Up Week.

Councillor Anstey advised that a full report on clean up week will be presented to Council. Although, we anticipated that residents would put out a lot of debris, we did not anticipate such a high quantity. The clean up week took two weeks to complete. Councillor Anstey explained that because the Town had to separate the garbage prior to bringing it to Norris Arm, several trips were required by Town employees to pick up certain types of garbage so that it would be separated and ready to ship to Norris Arm immediately after pick-up.

There was an issue raised by Councillor Lanning with regards to a mattress on garbage day that was put out and was not collected.

The Director of Municipal Works & Services advised that the website had a list of items that would be accepted for regular garbage and the resident should be referred to this list for the collection of garbage. Councillor Lanning has asked the resident to forward the particulars to the Town Hall for investigation.

Councillor Scott left the meeting at 5:29pm.

Letter- Curbside Collection Vehicles

A letter from the Central NL Waste Management Authority (CNWMA) indicated that they had the necessary funding in place to purchase curbside collection vehicles and were hoping to be in a position to provide this service in early September 2012. They are hoping to contact the communities in their region, including Gander, to discuss a Memorandum of Understanding (MOU) to enable the collection to proceed.

The Committee had a general discussion on this topic and the Municipal Works Department will be reviewing the garbage collection regulations over the next couple of weeks and entering into discussions with the CNWMA.

Councillor Oram reiterated that Council wanted to know the rules and regulations to ensure how curbside collection will be handled in the future.

The CAO indicated that it would not be an MOU but would be a contract between the Town of Gander and Central Waste Management Authority.

Councillor Scott returned at 5:31pm.

Letter- 30 Blackwood, Driveway and Sidewalk Condition

The Committee reviewed a letter from the owner of 30 Blackwood Drive expressing his concerns regarding the condition of the roadway and sidewalk at the end of his shared driveway with 32 Blackwood Drive.

The Director advised that this road was scheduled for a complete rebuild in the five year capital plan which would see it completed within the next 2-3 years. This reconstruction would include roadway resurfacing and new sidewalks and that only emergency patchwork would be carried out prior to that time. The Director advised that he would have the Municipal Works Department view the site and determine if such emergency repairs were required at this time.

Letter- 2B Memorial Drive, Corner Lot & Trailway Use

This homeowner raised concerns to Council that the trailway running directly parallel to her property is causing her some discomfort. The dust from the trail is making it difficult to be outside, the vehicle is covered with it and it is difficult to hang out clothes. The resident would like to see this trailway paved, with grassed sides, as is the case with other trails in town.

The Committee is recommending that a cost proposal be brought forward for the 2013 Capital Works Budget to have all trailways in the Town of Gander paved and seeded on the sides.

Council has agreed that the resident at Memorial Drive has a good reason for having the trail moved and or paved like other trails throughout Gander. Council will be considering this in the 2013 Capital Budget whereby the cost associated in doing so would be investigated and put in the appropriate priority list.

Letter – 107 Penwell Ave, Curb & Sidewalk update

The owner of 107 Penwell had concerns and was requesting an update on the curb, sidewalk and asphalt in front of his property. He is still driving over mud and cannot complete landscaping on his property.

The Committee asked the Director to write the property owner and inform him the ongoing discussions with the developer and the Town of Gander for having that infrastructure completed.

The CAO advised that the Town met with the developers this past week and it was agreed that we would review the approved drawings to determine what was required to be completed. A timeline will be presented to Council with regards to the completion of deficiencies. It was noted that a letter of deficiencies has already gone to various developers within the community.

The Deputy Mayor indicated that he doesn't have a lot of room for forgiveness for work that is not complete and that he suggested that Council should impose a completion date.

The CAO indicated that a default letter has already been issued. Taking the legal route could take longer than trying to rectify the issue by working with the developers.

The CAO will bring the timeline schedule into Council for discussion at our next Regular Council meeting.

Letter - 16 Melvill Place re Binnie Street

The Committee reviewed a letter from the owner of 16 Melvill who had concerns about the lack of work being completed in that section of Town, specifically Binnie Street.

He understood that this street was to be put in place to satisfy fire regulations as an emergency exit. The resident also felt that the large jagged boulders strewn about the property are somewhat of a safety concern for children playing in the area.

The Committee requested that the Director write the owner indicating that there are ongoing discussions with the developer to have this work completed.

Invoices for Approval

The Committee reviewed one invoice for approval and the Director advised the Committee that all goods and services have been received and meet the Town's specifications.

The Committee recommends that the invoice be paid and forwards them to the Finance Committee for its consideration.

Subsidiary Apartments and Secondary Suites

The Committee reviewed the Building Permit Process Guide, revised May 7th, 2012. This guide was revised to reflect changes to the National Building Code of Canada permitting Secondary Suites and after a general discussion the Committee recommended that the proposed revisions be brought to management for further discussion and then forwarded to Council for review and adoption.

The Director was also asked to obtain a legal opinion as to how these new additions would impact our development regulations and what affect they would have on occupancy permits.

Green Spaces

Councillor Blundon brought forward to the Committee his recommendation that the Town of Gander consider allowing residents to use green space adjacent to their properties for gardening and other such non intrusive activities. This would not include permanent structures or anything that would negatively impact Town infrastructure or inhibit the Town from developing these properties in the future if they wished to do so.

The Director advised that the Municipal Works Committee would review this request and bring forward a recommendation to the next Committee meeting.

30-32 Yeager, Subdivision of Lots

The Committee reviewed an application 30 to subdivide the lot -32 Yeager Street into 2 parcels of land.

WHEREAS an application has been received to subdivide 30-32 Yeager Street into 2 parcels of land and

WHEREAS and the application meets all the requirements of the Town of Gander Development Regulations, legal surveys are in place.

Motion #12-100

30-32 Yeager, Subdivision of Lots

Moved by Councillor Anstey and seconded by Councillor Lanning that permission be granted for the owner of 30-32 Yeager Street to subdivide this property into two separate parcels of land.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Quarterly Variance Report

The Committee reviewed the report noting that the total Municipal Works Budget was under budget by \$ 139, 650.98.

The Director advised that the majority of the savings were due to the delay in the Central NL Waste Management Authority's curbside collection program being unrolled which accounted for \$103, 000 of the variance.

All the items were in order and the Committee recommends the variance report be forwarded to the Finance Committee for its consideration.

7 Lewington Place, Driveway

The Committee reviewed a request from the home owner of 7 Lewington for the Town to repair settling in her driveway which she alleges was caused by a water and sewer dig up carried out on her property by Town forces. This was previously reviewed at a Municipal Works Committee but the weather conditions at the time did not permit viewing of the driveway to give an adequate evaluation.

Since that time, the Supervisor of Municipal Works and the Director visited the site and the Director advised that it was his and the Supervisors opinion that driveway settling was not a result of the water and sewer dig up as it was upgrade and a considerable distance from the dig up location. There were no other immediate signs of deterioration directly adjacent to the dig up.

The Committee agreed with the interpretation of the Director and Supervisor and advised them to write the resident informing her of the decision.

InfoNote- Paint Recycling

The Committee reviewed correspondence from the Municipalities Newfoundland and Labrador weekly update May 4, 2012. There was information on a paint recycling program explaining that all residents of the Province can now properly dispose of left over paint in a more convenient and environmentally friendly manner by bringing it to one of the paint collection sites in place throughout the province.

The Town of Gander has three locations listed; **RONA, Aylwards Home Hardware, and Scotia Recycling Green Depot**. Residents can visit www.productcare.org/nl or call 1-888-772-9772 for further information.

Disposal of Non-Domestic Waste

The Committee reviewed correspondence from Mayor Churence Rogers, president of Municipalities NL and Labrador (MNL) addressed to the Honourable Kevin O' Brien, Minister of the Municipal Affairs.

The letter indicated that members attending the annual general meeting in Corner Brook this past November discussed and debated several resolutions submitted by the membership and that he was writing to address the resolution 6-2011, Processing of Non-domestic Waste at Waste Sites, submitted by the Town of Gander.

This was another resolution derived directly from the recommendations of MNL'S waste management task force and the resolution is a common sense issue as both provincial and municipal governments are spending millions of dollars on waste management. It seemed practical that consideration be given to managing all forms of waste.

The ability to manage non domestic waste could increase the waste management sites and could lead to additional revenue streams. Mr. Rogers requested the Department consider allowing the processing of such waste at regional sites.

This motion was carried.

F. Finance & Administration Committee:

The Finance and Administration Committee report was presented by Councillor Scott.

The Finance & Administration Committee was held on May 17, 2012. The meeting was chaired by A. Scott, Councillor. Other members present included: R. Anstey, Councillor; C. Elliott, Mayor; G. Brown, Director of Finance; J. Turner, CAO.

The following items were discussed:

Councillor Scott left the meeting at 5:48pm.

Invoice for Approval

OPERATING

AS RECOMMENDED BY THE MUNICIPAL WORKS & SERVICES COMMITTEE MAY 15, 2012

- | | |
|---|-----------|
| 1. Central Newfoundland Waste Management | 21,492.90 |
| 00-430-1000-7007, wet/dry unsorted garbage April 1-26 th | |
| Budget 330,000 Spent to date 45,859 | |

Total operating invoice for approval \$21,492.90

The Director of Finance advised that the invoice was within budget and met the policies of the Town of Gander.

Motion #12-101

Invoice for Approval

Moved by Councillor Anstey and seconded by Deputy Mayor Tucker that the invoice be paid as presented.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Councillor Scott returned to the meeting at 5:50pm.

Provincial Budget

The Committee reviewed a memo from MNL regarding the Provincial Budget. It indicated that they were satisfied with several items in the budget including the extra funds allocated for Municipal Operating Grants as well as the commitment to review the operating grant formula, and a total review of the fiscal framework between municipalities and the Provincial Government.

Municipal Risk Management

The Town of Gander's insurer, Cal LeGrow Baine Johnson Insurance, has invited our municipality to start using its Municipal Risk Management Plan. This is an online program set up by the insurer to help municipalities develop risk management programs and alleviate risk operations. The Town of Gander will be participating in this program.

Property Tax Reductions

The Committee reviewed four residential tax reduction applications which have been submitted in accordance with Council's policy on tax reductions for residential property. The Director advised that the applications met the requirements of Council Policy and recommended approval.

Motion #12-102

Property Tax Reductions

Moved by Councillor Scott and seconded by Councillor Lanning that the four property tax reduction applications be approved as attached.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Council Insurance

Councillor's had asked what coverage they have for errors and omissions and were advised that Councillor's current coverage for Council is \$5 million.

2011 Capital Spending

At a previous meeting, Council approved a motion to borrow \$316,000 to finance its share of its 2011 Capital Spending. We would like to clarify that this was not the total amount of spending on all Capital projects in the Town in 2011. The Town actually spent approximately \$6.3 million on various Capital projects. It had previously borrowed \$1.5 million for its share of the Fire Hall. As a result of various cost-sharing projects with both the Provincial and Federal Governments, as well as funds made available through the Gas Tax Program the Town borrowed \$1.8 million in 2011 in order to carry out \$6.3 million of work.

Variance Report for First Quarter 2012

The Committee reviewed the Variance Report to the end of March 2012. It indicated that we are \$283,700 under budget for the first quarter. This leaves the Town with a projected accumulated surplus of \$891,399.

Major variances include the following:

- Taxes are up \$60,000.
- Business Taxes from utilities were up \$26,000 due to higher revenues realized by the utilities.
- Municipal Operating Grant is up \$32,477 due to the recent announcement in the Provincial Budget of extra funds.
- Worker's Compensation Premiums are \$19,112 under budget due to the Town's qualifying for the PRIME discount.
- Our Diesel Consumption is \$9,190 under budget as fuel consumption is down by 20,000 litres.
- Curbside Collection cost is \$103,000 under budget as the Town is not yet using Central NL Waste Management to collect garbage as it had budgeted.

The Committee was pleased with the results of the first quarter.

GIAA Financial Report

The Committee was pleased to see that the Airport Authority had a successful financial year and congratulates them on their continued efforts to make it operate as cost effectively as possible.

G. Other:
None.

6. ADMINISTRATION
None.

7. CORRESPONDENCE
None.

8. NEW BUSINESS

Councillor Blundon indicated that sometime in June, the Town will be implementing a Gander Green Program whereby the Town will ask participants from the schools, as well as various groups and businesses throughout the community to assist with the massive clean up day. It will involve our Civic Enhancement Group. Tim Horton's also indicated that they are participating. A further update will follow at other Council meetings.

Mayor Elliott suggested that Council take a street to show participation in this event as clean up is an important venture.

9. ADJOURNMENT

Motion #12-103

Adjournment

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

In Favour: 7 Opposing: 0

Decision: Motion carried.

The meeting adjourned at 5:58pm.

C. Elliott, Mayor

S. Fisher, Deputy Municipal Clerk