

MINUTES

Regular Meeting of Council Wednesday, June 13, 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 and Resource:	J. Turner	Chief Administrative Officer
	J. Blackwood	Director of Municipal Works & Services
	A. Crummey	Acting Director of Development
	K. Hiscock	Acting Town Clerk
	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 4:35pm.

2. VISITORS/PRESENTATIONS

None

3. MINUTES FOR APPROVAL

Motion #12-104

Minutes for Approval

Moved by Councillor Blundon and seconded by Councillor Scott that the Minutes from the Regular Meeting of Council on May 23, 2012 be adopted as presented.

In Favour: 6 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 June 6, 2012. The meeting was chaired by S. Oram, Councillor. Other members present included: A. Scott, Councillor; Z. Tucker, Deputy Mayor; G. Brown, Director of Finance; S. Fisher, Human Resources Supervisor; P. Fudge, Fire Chief; W. Jenkins, Municipal Enforcement Officer; A. Roberts, Municipal Enforcement Officer.

The following items were discussed:

PUBLIC SAFETY**Portable Speed Signs**

The Municipal Enforcement Officer advised that training on the speed sign is ongoing. They are now able to extract data from the sign such as the number of cars, the average speed etc. during a specific time frame. As data has just started being collected, the sign will remain on Airport Blvd. for the next week or so and will be relocated throughout the Town thereafter.

Councillor Scott indicated that this sign could potentially be very helpful with traffic studies and suggested that alternative uses for the sign be considered.

Deputy Mayor Tucker arrived at the meeting.

Limousine Service

The Committee reviewed a request for approval of the operation of a Limousine Service within the Town and requested licenses to operate six limousines and four taxicabs.

The Committee was advised that 30 of the available 36 taxi license available have been issued to the two taxicabs and the limousine service. The Committee questioned whether all of the licenses issues are active. The Committee requested that staff verify the number of licenses that have been issued and the number that are being used by the present operators.

Deputy Mayor Tucker suggested if we take two from each company along with the six remaining licenses that are available we would be able to accommodate the Limousine Service.

Gander Academy Traffic Flow Proposal

After reviewing the proposed Gander Academy Traffic Flow Proposal, the Committee is requesting a meeting with School Board Officials to discuss the plan in detail and to explore other options.

Fire Training Smokehouse

The Director of Finance advised that the Smokehouse Training Building had been condemned and that \$150,000 was budgeted to have it rebuilt during the 2012 Summer Season. During the budgeting process, 91AEF had agreed to provide the labour, free of charge, to build the building. Since then, however, the federal budget indicated significant cuts to the reserves budget and therefore they will not have the manpower to proceed with the building of the smokehouse.

The Fire Chief advised that it is imperative that the construction of this building proceed this summer as it is needed for training purposes and therefore cannot be put on hold.

The Committee has recommended that the additional cost to cover the labour expenses is therefore justified and recommends that this be brought forward to Finance for approval.

Crosswalk Signal for Visually Impaired

The Committee requested an update on the installation of the Crosswalk Signal for visually impaired which has been approved for installation at the Airport and Bennett intersection.

The HR Supervisor will check the status with the Municipal Works Department.

HUMAN RESOURCES

Scheduling of Committee Meetings – Summer Months

The Committee noted that the Public Safety & Human Resources meetings scheduled for June 25th and August 6th are scheduled to be held on Statutory Holidays.

Motion #12-105**Scheduling of Committee Meetings – Summer Months**

Moved by Councillor Oram and seconded by Councillor Anstey approval to amend the meeting schedule to reschedule the Public Safety and Human Resources Committee to June 27th and August 8th at 9am.

In Favour: 7 Opposing: 0

Decision: Motion carried.

PRIME Refund

The Committee was advised that our PRIME Refund in the amount of \$19,111.89 has been received by the Town. This is a direct reflection of the ongoing OH&S Training and the efforts put in place during the 2011 to reduce injury.

Hiring Update

The Supervisor of Human Resources provided an update to the Committee indicating that all positions had been interviewed for and we are currently in the process of making offers to the successful candidates.

B. Parks & Recreation Committee:

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

The Parks and Recreation Committee was held on June 5, 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:

Multiplex Request for Proposals (RFP)

The Deputy Mayor gave a brief overview of a meeting held with representatives from the Multiplex Committee, Provincial Government and Town of Gander. Concerns were raised over the language and focus on the need for a second ice surface. The representatives from the Multiplex Committee will present suggested revisions which is anticipated to be ready by June 8th.

The Director noted that the minutes from the meeting will be available within the next couple of days and circulated for perusal. The minutes will include the approved time lines for the RFP proposal.

There were a number of letters received from citizens showing their support and need for a multiplex. The Committee suggested that the Director write the individuals thanking them for their interest and note that progress is ongoing with the preparation of the RFP.

Destination Gander Request – SPN Tournament 2013

A meeting was held with representatives from Slow Pitch Nationals (SPN), Destination Gander and Steele Hotels to discuss the logistics for a possible national adult tournament in August 2013. There had been some previous discussion that five fields maybe needed but after looking at the recreation complex, it was decided that four softball pitches would be sufficient.

The SPN office will be contacting local groups to get involved once confirmation to host has been received. The Town is looking forward to being the host of this prestigious sporting event. Further updates are forthcoming.

Cobb's Pond Rotary Park Redevelopment

The tender process for the Cobb's Pond Redevelopment is now in the final stage. Council has applied for cost-shared funding from the Provincial government for the redevelopment of Cobb's Pond. Once government advises the Town of the amount of funding that will be made available it will be ready to proceed. The Gander Rotary Club will also be brought up to date as soon as things are finalized.

Boys & Girls Club re Summer Program Transportation

The Committee reviewed a request from the Gander Boys and Girls Club regarding additional funding for their upcoming summer program. The Town currently provides a donation of \$2,000.00 to the group to help assist with program travel costs.

Changes to private sector contracts and the local school board have now created financial difficulties for the Club. The Committee suggested that the Director meet with the Club's officials to explore other financial options beyond the Town's normal donation.

Deputy Mayor Tucker advised that the Committee discussed and recommended an additional donation of \$2,000 for the Boys and Girls Club to assist with rental program travel cost. It was also recommended that this be considered during budget preparation. This has been referred to the Finance Committee for its consideration.

Funding Requests

The following requests were reviewed under the Grants, Subsidies & In-kind Services Request:

Laura Bailey and Emily Fraser were approved for \$125.00 each under the Ambassador Program. Both were selected by the Newfoundland & Labrador Volleyball Association and will be travelling to Nova Scotia in July for training and tournaments.

Mayor Elliott advised that he is a member of the Gander Golf Club Board and left the meeting due to conflict of interest at 4:49pm.

Deputy Mayor assumed Chair.

The Gander Golf Club was approved for \$500 towards two tournaments they will be hosting in 2012. The Ladies' Golf Tournament will be held from June 29 – July 1 and there will be over 160 participants and the Men's is scheduled from July 20 – 22 with approximately 176 participants.

Mayor Elliott returned to the meeting at 4:50pm and assumed Chair.

Community Centre Rental Contract

The Committee reviewed the revised rental contract for the Community Centre. The revisions to the document outline the services provided to lessees and associated costs. The rental rate card is more clear so that the lessee can identify estimated costs upfront. The Committee concurs with the proposed changes and recommends that it be forwarded to the Finance Committee for their review and consideration.

Ladies' Softball League re Sponsorships

The Ladies' Softball League would like to look for sponsorships from local businesses to help offset the cost of running their league. They are considering selling advertisements and are asking the Town's permission to put up commercial signage on the fencing around the field they currently use. The Committee agreed providing that it meets the existing Town signage regulations. The request will be forwarded to the Engineering Department for consideration.

Tender – Overhaul Two Compressors and Replace Safety Valves

The Director circulated photos of the two compressors and the emergency valves located at the Community Centre. The tender to perform the overhaul came in over budget but the Director explained that this was due to some required maintenance work on the brine system that was conducted late last year but charged to this year's repairs budget. This created a shortfall to cover the required maintenance. The Director also expressed the need for safety issues related to the repairs to bring the annual maintenance for the compressors back on schedule. The Committee is recommending that the additional funds be found within the Department's budget.

The Committee reviewed the results of the tender for the overhaul of two (2) compressors and replacement of safety valves. Two tenders were received and the Director advises that the lowest of the tenders that met specifications was submitted by CIMCO Refrigeration.

The Committee recommends that the tender be awarded to CIMCO Refrigeration and refers the Tender to the Finance Committee for its consideration.

Keep Gander Clean & Green Anti-Litter Campaign

The Committee would like to announce that Tuesday, June 19th will be the date for the Town's 'Keep Gander Clean & Green Anti-Litter Campaign'. Various schools and local corporate ambassador's have been contacted to assist with the project. The Committee would like the general public to call and report any areas that need cleaning up.

Councillor Blundon encouraged residents to participate and advised residents to contact the Town by calling 651-5927 to identify areas needing cleanup.

Community Centre User Group Meeting

A meeting was held with the Community Centre User Groups on May 24th. The groups did express that they had a very successful season. There was a consensus that if senior hockey does return to the Centre that planning for 2012-13 should be initiated in early August. The Committee would like to thank the representatives for their dedicated volunteer work this past ice season.

C. Economic & Social Development Committee:

The Economic & Social Development Committee report was presented by Deputy Mayor Tucker.

The Economic & Social Development Committee was held on June 4, 2012. The meeting was chaired by Z. Tucker, Deputy Mayor. Other members present included: N. Lanning, Councillor; A. Crummey, Development Officer; D. Chafe, Director of Development.

The following items were discussed:

Canada Day Open Air Market

The Committee was advised that there are still only seven vendors registered for the Canada Day Open Air Market. Any craft or food vendors interested in participating in the market can contact the Development Department at 651-5910 to obtain a registration package.

Deputy Mayor Tucker advised that he is a little disappointed with the number of booth rentals to date and encouraged residents to participate. The suggestion by Councillor Blundon to place booths in the town square so residents could view them was rejected due to the risk of vandalism.

Long Term Care Home Study

A number of years ago Council was told a study was to be completed on Long Term Care Homes in the province. During a recent conversation with the CEO of Central Health, Ms. Karen McGrath, she advised that to her knowledge no such study was completed.

The Committee has requested a letter be written to our MHA, questioning if this study was ever started and if so, why it wasn't completed?

Street Naming Responsibility

The Committee reviewed a request from the Tourism Committee to revise the Street Naming Policy so that the Economic Development Department is responsible for acquiring names for the street naming list. Staff in the Economic Development Department is very knowledgeable of aviation history and could easily maintain the street naming list.

Motion #12-106

Street Naming Responsibility

Moved by Deputy Mayor Tucker and seconded by Councillor Blundon that the Street Naming Policy be revised to assign responsibility for acquiring names for the street naming list to the Economic Development Department.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Street Name Recommendations

The Committee reviewed the attached list of names that are being recommended for addition to the list of street name candidates. These names have been approved by Gander Fire Rescue and the North Atlantic Aviation Museum as per our Street Naming Policy. The Committee agreed that these names are appropriate and recommends them to Council for inclusion in the list of approved street name candidates.

Motion #12-107

Street Name Recommendations

Moved by Deputy Mayor Tucker and seconded by Councillor Lanning that the attached list of names be added to the master list of street name candidates.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Sale of Assets – Commercial Land

The Department of Municipal Affairs has recently taken the stance that according to the wording in the Municipalities Act, the sale of commercial land has to be sold through public auction. The Committee discussed the many problems this would create in our ability to promote economic development through land sales and is recommending that Council lobby both Municipalities Newfoundland and Labrador and the Provincial Government to have commercial land excluded from the definition for sale of assets in the Municipalities Act.

Motion #12-108

Sale of Assets – Commercial Land

Moved by Deputy Mayor Tucker and seconded by Councillor Blundon that Council lobby the Provincial Government to have commercial land excluded from the definition for sale of assets in the Municipalities Act.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Chamber of Commerce – Request for Donation

The Committee reviewed a request from the Gander & Area Chamber of Commerce for a prize for their 24th Annual Golf Tournament taking place on June 16th, 2012. The Committee would like to participate in this event and has asked Staff to prepare a prize package to donate to the event.

Upcoming Delegations

The Committee was advised that there will be presentations at the next two Development meetings. Canada Mortgage and Housing Corporation will be attending the meeting of June 27th and the Community Advisory Board on Homelessness will be doing a presentation at the July 16th meeting.

Chamber of Commerce – Concerns re Cuts to RED Boards

The Committee reviewed a press release from the Gander & Area Chamber of Commerce expressing their concern over funding changes for the Regional Economic Development Boards. The Kittiwake Economic Development Board has played a valuable role in the development of the Kittiwake zone and it is unfortunate that Federal Government funding will no longer be available.

CBC's 'The Big Decision'

CBC is currently looking for companies that have fallen on hard times and are in need of business advice and possible investment for their new show 'The Big Decision'. Any companies that may be interested in participating can check out the criteria at www.cbc.ca/thebigdecision. The deadline for entries is the end of June.

D. Tourism Committee:

The Tourism Committee report was presented by Councillor Lanning.

The Tourism Committee meeting was held on June 5, 2012. The meeting was chaired by N. Lanning, Councillor. Other members present included: R. Anstey, Councillor; K. Sceviour; Director of Parks & Recreation (A).

The following items were discussed:

Festival of Flight Planning Update

Fun Fly Cancellation

The 2012 Fun Fly slated to take place during the Festival of Flight has been cancelled due to construction taking place at the Gander International Airport. The Committee is disappointed that this event will not take place this year; however, the Festival Staff will compile a list of suggestions for a flight related event to replace this for 2012 and present it to the Committee for their approval at the next Tourism Committee Meeting. We look forward to the return of the Fun Fly in 2013.

Festival of Flight Draft Schedule

A draft schedule for the Festival has been compiled and is attached. There are a number of events that will be added to the schedule once they have been confirmed. A complete schedule should be ready by the first week of July.

Festival Forms

The following forms are available at the Gander Community Centre Administration Office on the 2nd floor:

- Event Sponsorship – for organizations who would like to host an event during the Festival
- Gander Day Booth – for organizations wishing to participate in Gander Day
- Crafters Market – for any crafters who would like to sell their wares

Once hiring has been completed for the event staff, applications for the Festival Parade and Music Fest will be available.

Advertising Requests

The Committee will be placing an advertisement with the following organizations:

- Beyond the Overpass Theatre Festival – a full page advertisement at a cost of \$200.00 plus H.S.T. This group will be returning for their second season in Gander at the state of the art theatre at Hotel Gander.
- The Entertainment Factory - a full page advertisement at a cost of \$100.00 plus H.S.T. will be placed in their program.

Tender – Festival of Flight Fireworks Display

The Committee reviewed the results of the tender for the Festival of Flight Fireworks Display. One tender was received and the Special Event Coordinator advised that it met all specifications.

The Committee recommends that the tender for the supply of fireworks be awarded to Fireworks FX and refers the tender to the Finance Committee for its consideration.

Tender – Festival of Flight Audio/Visual Production

The Committee reviewed the results of the tender for the Festival of Flight Audio/Visual Production. One tender was received and the Special Event Coordinator advised that it met all specifications.

The Committee recommends that the tender for the supply of Festival of Flight Audio/Visual Production be awarded to Pro Audio Inc and refers the tender to the Finance Committee for its consideration.

Ride for Sight Signage

The Committee requested that the Event Coordinator look into getting a sign prepared welcoming the Ride for Sight Participants to Gander. The Coordinator will get a cost estimate and will have one of the event staff compile strategic sign locations for the Festival.

The Ride for Sight Organizing Committee is still looking for volunteers to assist with the registration desk. Anyone interested can call the Department at 651-5958.

E. Municipal Works & Services Committee:

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

The Municipal Works & Services Committee was held on June 6, 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.

The following items were discussed:

Subsidiary Apartments and Secondary Suites

The Committee reviewed a summary and recommendation from the Engineering Department to allow secondary suites in keeping with the National Trend and recent changes in the National Building Code of Canada permitting such residences.

These changes are presented to Council for the first reading, as per the attached document.

Green Spaces

At the last Municipal Works Committee meeting, Councillor Blundon raised the possibility of residents having permission to use green spaces adjacent to their property for non-intrusive activities such as gardening. The Committee had a general discussion about the use of green space and is recommending that the green space be left as is, in its natural state, and does not wish to entertain such uses at this time.

28 Curtiss Ave., Tree Hazard

The Committee reviewed correspondence from a resident at 28 Curtiss Avenue who had concerns that a large tree on the neighbouring property was threatening his health and well being. The Committee was advised that the Town of Gander currently has no regulations permitting the Town to remove such a tree as it is on privately owned property.

The Committee reviewed regulations from other larger municipalities that had tree by-laws and is not recommending that the Town of Gander adopt such a by-law at this time. The resident will be written notifying them of this decision and suggesting other courses of action he may want to follow.

Spruce Court, Schedule of Completion

The Director gave the Committee an update on the status of deficiencies in Spruce Court advising that both he and the CAO had met with the developer and are working through the deficiencies as they have been outlined to that developer.

The Director noted that several of the deficiencies had been actioned and others are in various stages of completion. He is currently working with the developer to have firm dates established for the completion of the remaining deficiencies. The Director advised that he was very pleased with the progress being made and would present Council with an update and schedule of completion at the next regular meeting.

Invoices

The Committee reviewed four invoices 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 invoices be paid and forwards them to the Finance Committee for its consideration.

Provincial Building Permits and Inspections

The Committee had a general discussion on recent correspondence from the Province which indicated that they would no longer be obtaining building permits from the Town of Gander for work on their property within the Municipality. They will not be purchasing or obtaining permits and would not be following our development standards and regulations or zoning requirements.

The Director expressed his concerns with this recent change in operations by the Province and felt that it needed to be pursued.

The Committee shared these concerns and is recommending that Council write a letter to the Minister expressing the Towns' concerns. In addition to this, the Chair will be attending the Urban Municipalities Group and asked the director to compile a list of concerns that he could bring forward at their next meeting.

Broadening Horizons

The Committee reviewed correspondence from Broadening Horizons pertaining to a paper and cardboard collection service. They wish to advise the business community and the general public that since the recent closure of the Gander Landfill Site, they have expanded their paper and cardboard recycling service they offer to the business community.

In addition to the residential beverage container collection, they will also be collecting corrugated cardboard and paper at curbside. They have also provided a drop off location at their depot at 325 Garrett Drive whereby residents and commercial operators can dispose of their paper and cardboard for a small fee.

The Town of Gander would like to encourage all residents and commercial haulers to take advantage of this service which helps divert these recycling materials from entering the landfill in Norris Arm.

Councillor Blundon advised the public that recycling service will be provided on your regular scheduled garbage collection day.

Garbage Regulations-User Pay

At the last Council Meeting, the Committee advised that it would present a report on the recent Clean up Week. However, because there is so many issues to consider with the garbage regulation changes and options, the Committee scheduled a separate meeting for **June 19th at 3:30 pm** to discuss all items related to waste management collection.

Municipal Plan Amendments & Development Regulation Amendments-Adoptions

The proposed Municipal Plan Amendment # 1, 2012 and Development Regulations Amendment # 3, 2012 are now ready for adoption.

WHEREAS this amendment proposes to re-zone a parcel of land to the rear of Raynham Avenue from *Comprehensive Development Area and Open Space Conservation* to *Residential Medium Density*.

AND WHEREAS An Open House was held on February 27, 2012

Motion #12-109

Municipal Plan Amendments #1 & Development Regulation #3

Moved by Councillor Anstey and seconded by Deputy Mayor Tucker that the proposed Municipal Plan Amendment # 1, 2012 and Development Regulations Amendment # 3, 2012 be adopted under Section 16(i) of the Rural and Urban Planning Act.

In Favour: 7 Opposing: 0

Decision: Motion carried.

As requested by Council, the proposed Municipal Plan Amendment # 3, 2012 and Development Regulations Amendment # 5, 2012 is now ready for adoption.

WHEREAS This amendment proposes to re-zone a parcel of land on Gilmore Place from *Commercial General* to *Residential High Density - 2*.

AND WHEREAS An Open House was held on April 30, 2012

Motion #110

Municipal Plan Amendment #3 and Development Regulations Amendment #5

Moved by Councillor Anstey and seconded by Councillor Blundon that the proposed Municipal Plan Amendment # 3, 2012 and Development Regulations Amendment # 5, 2012 be adopted under Section 16(i) of the Rural and Urban Planning Act.

In Favour: 7 Opposing: 0

Decision: Motion carried.

NL Soiltec

The Committee reviewed correspondence from NL Soiltec indicating that they felt they had technology that could be implemented in the Town of Gander for better treatment of its waste water and help prepare the Town for more stringent effluent regulations being brought forward by the Federal Government.

The Committee agreed that a meeting should be arranged between the Town of Gander, Soiltec, and the Province. The Committee also felt that a steering committee should be struck to help address the concerns of the Town in dealing with current and future wastewater treatment.

57 MacDonald Drive, lawn re-instatement

The Committee reviewed the request from the resident of 57 MacDonald Drive for the Town of Gander to help cover the cost of lawn reinstatement for his property.

The Director advised that this request does not meet any of the Town of Gander's policies for assistance and in not recommending the cost be accommodated. The Committee agreed with the recommendation and the owner will be written advising of the Committee's decision.

Tenders

1. The Committee reviewed the results of the tender for the sale of **one used International Fire truck**. There were no bids received. The Committee will explore further means of disposal at a later date.
2. The Committee reviewed the results of the tender for the supply of **Tennis Court Coating Supplies**. One tender was received and the Director advised that it met the specifications as submitted by **Tennis Universal Inc.**
3. The Committee reviewed the results of the tender for the supply and delivery of **Top Soil**. Three tenders were received and the Director advised that the lowest of the tenders meeting specifications was submitted by **Atlantic Asphalt and Sealing**.
4. The Committee reviewed the results of the tender for the supply and planting of **60-95 Trees**. Six tenders were received and the Director advised that the lowest of the tenders meeting specifications and was submitted by **Edward Burry Ltd.**

The Committee recommends that the tenders be awarded as presented and forwards them to the Finance Committee for its consideration.

HBB Application-3A Bennett Drive

The Committee reviewed and Application for a home based business from a resident at 403-3A Bennett Drive.

WHEREAS an application has been received from the resident of 403-3A Bennett Drive to operate a business called *Incredible Edibles* offering specialty cakes

AND WHEREAS the property owner has granted permission for *Incredible Edibles* to operate from this location and the application has been advertised and meets all the Town of Ganders HBB Regulations and Guidelines

Motion #12-111**HBB Application – 3A Bennett Drive**

Moved by Councillor Anstey and seconded by Deputy Mayor Tucker that permission be granted for *Incredible Edibles* to operate a Home Based Business from 403-3A Bennett Drive offering specialty cakes, provided there are no objections by the deadline of June 14th at 4:00 pm.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Other – 299 Magee Road Discretionary Notice

Deputy Mayor Tucker left the meeting.

Council was presented and approved the discretionary notice with respect to the proposed sale of 299 Magee Road.

The Director of Municipal Works & Services advised Council that he has checked with the Department of Environment who advised that there would be no environmental concerns.

Motion #12-112**299 Magee Road Discretionary Notice**

Moved by Councillor Anstey and seconded by Councillor Blundon that the discretionary notice of allowing the purchaser to occupy a rural residential zone as well as keep two (2) horses on site be approved.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Deputy Mayor Tucker returned to the meeting.

F. Finance & Administration Committee:

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

The Finance & Administration Committee was held on June 7, 2012. The meeting was chaired by S. Oram, Councillor. Other members present included: R. Anstey, Councillor; G. Brown, Director of Finance; J. Turner, CAO.

The following items were discussed:

Review of 2011 Audited Financial Statements

Mr. Don Farrell of Walters Hoffe joined the meeting to present the 2011 Audited Financial Statements. They reviewed the statements with the Committee and indicated that it was a clean audit with no issues found. The audit was performed under the Public Service Accounting Board Guidelines and in 2011 the Town generated a surplus of \$2,968,155 and now has an accumulated surplus of \$38,012,596 at the end of 2011. Fiscal results for 2011 were unchanged from the unaudited financial statements presented to Council earlier this year.

The unaudited financial statements that were presented to Council on Feb 29, 2012 indicated a surplus of \$49,804 for 2011. The difference in the unaudited and audited surplus is due to the requirement that municipalities budget on a cash basis versus a PSAB accrual basis.

The audited financial statements indicated a surplus of \$2,968,155 due to the inclusion of capital revenues, depreciation expense and the deletion of both capital out of revenue and principal loan expenses.

Motion #12-113

Review of 2011 Audited Financial Statements

Moved by Councillor Scott and seconded by Councillor Anstey approval of the Audited Financial Statements for 2011.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Invoices for ApprovalCAPITALAS RECOMMENDED BY THE MUNICIPAL WORKS & SERVICES COMMITTEE JUNE 6, 2012

- | | |
|--|-----------|
| 1. Greatario Engineering Storage | 45,726.40 |
| 01-000-0080-1973, claim #4 reservoir & associated work | |
| Contract 231,233 Spent to date 154,001 | |
| 2. Xylem Canada Company | 26,201.69 |
| 01-000-0080-1941, supply/install logimac control panel | |
| Budget 20,000 Spent to date zero | |

OPERATINGAS RECOMMENDED BY THE MUNICIPAL WORKS & SERVICES COMMITTEE JUNE 6, 2012

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|---------------------------------------|-----------|
| 3. Sheridan Nurseries | 14,710.91 |
| 00-810-1000-6700, assortment of trees | |
| Budget 37,000 Spent to date zero | |

Total capital invoices for approval	71,928.09
Total operating invoice for approval	<u>14,710.91</u>
Grand total of invoices for approval	<u>\$86,639.00</u>

The Director of Finance advised that the invoices were within budget and met the policies of the Town of Gander.

Motion #12-114**Invoices for Approval**

Moved by Councillor Scott and seconded by Councillor Lanning that the invoices be paid as presented.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Central Newfoundland Waste Management Invoice

Councillor Scott advised that he is Chair of the Central Regional Waste Management and left the meeting due to conflict of interest.

OPERATING**AS RECOMMENDED BY THE MUNICIPAL WORKS & SERVICES COMMITTEE JUNE 6, 2012**

- | | |
|---|-----------|
| 1. Central Newfoundland Waste Management | 50,479.30 |
| 00-430-1000-7007, tipping fees for May 1-May 31, 2012 | |
| Invoice #'s 1878-1882 | |
| Budget 330,000 Spent to date 124,268 | |

Total operating invoice for approval \$50,479.30

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

Motion #12-115**Central Newfoundland Waste Management Invoice**

Moved by Councillor Oram and seconded by Councillor Anstey that the invoice be paid as presented.

In Favour: 6 Opposing: 0

Decision: Motion carried.

The Director of Municipal Works advised Council that a detailed breakdown will be available after the June 19th Meeting.

Councillor Scott returned to the meeting.

Gander Boys & Girls Club

The Committee reviewed a recommendation from the Recreation Committee that the Town increase its donation to the Gander Boys & Girls Club from \$2000 to \$4000. This increase is required as a result to increase cost for bussing of the children in the summer.

Motion #12-116**Gander Boys & Girls Club**

Moved by Councillor Scott and seconded by Councillor Anstey that the Town of Gander increase the donation to the Gander Boys & Girls Club for the Summer Program to \$4000.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Property Tax Reductions

The Committee reviewed five 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 #12-117**Property Tax Reductions**

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

In Favour: 7 Opposing: 0

Decision: Motion carried.

Tender for Topsoil

The Committee reviewed the tender results for the Supply of Topsoil for which three bids were received.

Motion #12-118**Tender for Topsoil**

Moved by Councillor Scott and seconded by Councillor Anstey that the Town purchase Topsoil from Atlantic Asphalt at a price of \$21.50/m³.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Tender for Sale of Ladder Truck

The Committee reviewed the tender for the 1987 International Ladder Truck. No bids were received on this item. The Committee agrees with the recommendation of the Municipal Works Committee to re tender the asset.

Tender for Tree Planting

The Committee reviewed the tender results for the Planting of 80 Trees in Town this year for which six bids were received.

Councillor Oram has requested that in addition to the unit price, the total cost should be included so that residents are aware of the exact cost we are approving which is \$16,000.

Motion #12-119

Tender for Tree Planting

Moved by Councillor Scott and seconded by Deputy Mayor Tucker that the Tender for Tree Planting be awarded to Edward Burry Ltd. at a cost of \$186.45 per tree. Approximately 80 trees are being planted this season for a total cost of \$16855.08 HST inclusive.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Tender for Tennis Court Coating Supplies

The Committee reviewed the tender for Tennis Court Coating Supplies for which one bid was received.

Motion #12-120

Tender for Tennis Court Coating Supplies

Moved by Councillor Scott and seconded by Councillor Anstey that the tender for Tennis Court Coating Supplies be awarded to Tennis Universal Inc. at a price of \$8,242.29 HST inclusive.

In Favour: 7 Opposing: 0

Decision: Motion carried.

The Director of Finance advised that this was significantly under budget because the Tennis Club had agreed to do the painting and we are just purchasing the materials.

Tender for Festival Audio/Visual Production

The Committee reviewed the tender results for the Festival of Flight Audio/Visual Production for which one bid was received.

Motion #12-121**Tender for Festival Audio/Visual Production**

Moved by Councillor Scott and seconded by Deputy Mayor Tucker that the tender for the Festival of Flight Audio/Visual Production be awarded to Pro Audio Inc. at a price of \$11,017.50 HST inclusive.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Tender for Fireworks Display

The Committee reviewed the tender results for the Supply of Festival of Flight Fireworks Display for which one bid was received.

Motion #12-122**Tender for Fireworks Display**

Moved by Councillor Scott and seconded by Deputy Mayor Tucker that the tender for the Festival of Flight Fireworks Display be awarded to Fireworks FX at a cost of \$16,000 HST inclusive.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Tender for the Overhaul of Two Compressors and Replace Safety Valves

The Committee reviewed the tender results for the Overhaul of Two Compressors and Replace Safety Valves for which two bids were received.

Motion #12-123**Tender for the Overhaul of Two Compressors and Replace Safety Valves**

Moved by Councillor Scott and seconded by Councillor Blundon that the tender for the Overhaul of Two Compressors and Replace Safety Valves be awarded to Cimco Refrigeration at a cost of \$18,829.19 HST inclusive.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Community Centre Rental Contract

The Committee reviewed the proposed Rental Contract for the Community Centre which includes more detail on the cost to be charged when the facility is rented.

Motion #12-124**Community Centre Rental Contract**

Moved by Councillor Scott and seconded by Councillor Blundon that the Gander Community Centre Rental Contract be adopted as attached.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Smokehouse

The Town has budgeted \$150,000 this year to construct a new Smokehouse for the Fire Training Ground. The old one was condemned a couple of years ago and this is our means of training our firefighters.

When the project was budgeted for this year, it was under the assumption that the 91 AEF would be able to provide labour to help in constructing the facility. Since that time, the Federal budget had significantly reduced the resources of the reserves and as such as they can no longer proceed with the project. It will be approximately \$40,000 more expensive to carry out the project. As a result the Public Safety Committee is asking that it still be allowed to go to tender for the project even though it would be somewhat over budget given the importance of the structure.

The Finance Committee agrees with the recommendation of the Public Safety Committee and requested that Management explore funding options.

- G. **Other:**
None.

6. **ADMINISTRATION**
None.

7. **CORRESPONDENCE**
None.

8. **NEW BUSINESS**

Standing Offer – Clothing Tender

The tender for protective clothing was not presented at the Municipal Works Committee meeting due to the tender summary not being completed. Due to the urgency of our new and existing employees requiring protective clothing to fulfill job requirements, a further delay is not reasonable. Two bids were received with only one meeting the specifications.

Motion #12-125

Standing Offer – Clothing Tender

Moved by Councillor Anstey and seconded by Deputy Mayor Tucker that the standing offer for protective clothing be awarded to McLoughlan Supplies as per the attached summary.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Activate Security Cameras

Due to security concerns, surveillance cameras have been installed at the Town Depot. At this time, all privacy concerns with the activation of the security cameras have been addressed. Council, staff and the general public are advised that the surveillance cameras at the Depot will be activated.

Motion #12-126

Activate Security Cameras

Moved by Councillor Anstey and seconded by Deputy Mayor Tucker that the security cameras be activated June 14, 2012 at 8a.m. and the policy surrounding the operation be adopted.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Multiplex RFP

Council has reviewed the Multiplex RFP and has recommended some changes as attached.

Motion #12-127

Multiplex RFP

Moved by Councillor Blundon and seconded by Deputy Mayor Tucker that the Multiplex RFP be approved as attached, pending the concurrence of the Multiplex Committee and the Department of Municipal Affairs.

In Favour: 7 Opposing: 0

Decision: Motion carried.

9. ADJOURNMENT

Motion #12-128

Adjournment

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

In Favour: 7 Opposing: 0

Decision: Motion carried.

The meeting adjourned at 6:00pm.

C. Elliott, Mayor

S. Fisher, Deputy Municipal Clerk