

MINUTES

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

Present:	C. Elliott Z. Tucker R. Anstey S. Oram A. Scott D. Blundon	Mayor Deputy Mayor Councillor Councillor Councillor Councillor
Advisory and Resource:	J. Turner J. Blackwood D. Chafe K. Hiscock P. Fudge K. Waterman S. Fisher	Chief Administrative Officer Director of Municipal Works & Services Director of Development Acting Town Clerk Fire Chief Director of Parks, Recreation & Tourism Human Resources Supervisor
Regrets:	N. Lanning	Councillor
Delegation:	Kevin O'Brien Scott Simms	Minister of Municipal Affairs MP

1. CALL TO ORDER

The Meeting was called to order at 4:35pm.

2. VISITORS/PRESENTATIONS

30 Year Service Plaque

Minister O'Brien presented Mr. Kevin Waterman with a plaque for 30 years service with municipal government.

20 Year CAMA Pin

Mayor Elliott presented Mr. Jake Turner, CAO with a pin for his 20 years of municipal service in a management capacity.

Gay Pride Week Proclamation

Mayor Elliott proclaimed July 16-22, 2012 as Gay Pride Week in the Town of Gander whereas the dignity and equality of all members of the community serve as the foundation of a free, peaceful and just society.

3. MINUTES FOR APPROVAL

Motion #12-129

Minutes for Approval

Moved by Councillor Blundon and seconded by Deputy Mayor Tucker that the Minutes from the Regular Meeting of Council on June 13, 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 27, 2012. The meeting was chaired by S. Oram, Councillor. Other members present included: A. Scott, Councillor; G. Brown, Director of Finance; S. Fisher, Human Resources Supervisor; P. Fudge, Fire Chief; O. Fudge, Municipal Enforcement Officer; A. Roberts, Municipal Enforcement Officer.

The following items were discussed:

PUBLIC SAFETY

A-1 Taxi and Limousine Services

The Committee has reviewed the request for the approval of a limousine service with the Town and their request to operate five limousines and four taxicabs. Of the 36 available taxi licenses, 10 have been assigned to Town Taxi and another 20 assigned to Busy Bee. It was also noted that limousine licenses are separate from the taxi allotment.

Motion #12-130**A-1 Taxi and Limousine Services**

Moved by Councillor Oram and seconded by Councillor Anstey the approval of four taxi and five limousine licenses be issued to A-1 Taxi and Limousine Services, subject to acceptable location of the stand.

In Favour: 6 Opposing: 0

Decision: Motion carried.

House Numbering Policy

The Committee has reviewed the proposed policy and is in agreement with it. The policy requires that all homes must have a number plaque on the house so that they can be easily identified prior to the issuance of an occupancy permit. In addition any civic address consisting of more than one dwelling will be distinguished with an A or B. This also holds true to any subdividing of lots.

Gander Academy Traffic Flow

A meeting was held on June 25 with representatives of the School Board to discuss potential traffic flow options for the Gander Academy parking lot. It was determined that many factors had already been discussed internally by the School Board and the proposal being made is the most efficient given the size constraints of the property, resources available from the School Board and the number of vehicles and people using the lot. The only changes being made from the proposal which was presented at the last Committee meeting is the location of the handicap parking lots.

Amateur Radio

The Ham radio club has requested that the Town make available a phone line as well as access to the internet at the Fire Hall for their use in case of emergency. The Network Administrator advised that utilizing an existing phone extension is feasible; however wireless internet will be required at a cost of \$58.95 plus HST per month.

The Town needs to install wireless internet in the Fire Hall for its own operational purposes and the Ham radio club will be able to connect to it.

New Fire Officers

The Committee was informed that Todd Clark is the new Captain and that Chris Barnes is the new Lieutenant of Gander Fire Rescue.

Police Car

After being repaired a couple of times, the current radar installed in our police car is still not always working properly. A new radar will cost approximately \$5000 to \$6000. The Committee recognized that having fully functional radar was an important aspect of the job. They were informed that due to the SPCA roof replacement coming in under budget; this savings could be reallocated to the purchase of a new radar.

The Committee recommends that a new radar be purchased and forwards this item to the Finance Committee for its consideration.

SPCA Roof

The Committee reviewed the tender results for the Re-shingling of the SPCA roof for which two bids were received. The Committee is recommending that the tender be awarded to the lowest bidder who met specifications. This item is referred to the Finance Committee for its consideration.

Edinburgh Avenue Traffic Flow

The Committee was advised that there has been a significant increase in the traffic flow on Edinburgh Avenue as it now serves as a feeder street to Roe Avenue. With the increase of traffic, the number of curves in that street, and the allowance to park on both sides of the street, it presents a safety concern in that traffic cannot flow smoothly. Further investigation into the traffic flow regulations are required before this street can be regulated to have parking on one side only.

Traffic Study/Truck

The Committee recognizes that many streets throughout the Town have experienced an increase in traffic and therefore recommends that all streets, as well as the truck route, be reviewed in detail.

B. Parks & Recreation Committee:

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

The Parks and Recreation Committee was held on June 26, 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 RFP & Cobb's Pond Rotary Park Redevelopment Tender

The Committee was advised that the Request for Proposal for the Multiplex and the Cobb's Pond Rotary Park Redevelopment Tender have now been advertised through the Department of Transportation & Works. A further update will be given after tenders close.

Funding Requests

The following requests were approved under the Grants, Subsidies & In-kind Services Policy.

The RCMP Softball Tournament for \$150.00. Their tournament was held on June 8 – 9, 2012 with approximately 60 participants.

Owen Whalen for \$500.00 towards attending the Atlantic Firefit Combat Challenge in Stephenville and the Nationals in Quebec.

Victoria Pinksen for \$125.00. Victoria was chosen for the Canada Games 2013 Women's Volleyball Training Squad.

Gander Collegiate Concorde re Reduced Rental Rate

The Committee addressed correspondence from the Gander Collegiate High School Hockey Team (Concorde) regarding a reduction in their ice rental rate for Monday night's practice time. Their practice time falls within the prime rate category which is after 7 pm for all youth groups. The Director said that this rate has been established for a number of years and any changes would have to include the other youth groups who use the same time slots other nights such as Minor Hockey and Figure Skating. After discussing the issue and possible ramifications, the Committee is not recommending any changes to the current ice rental policy.

Municipalities Newfoundland & Labrador re Call for Resolutions

The Committee does not have any resolutions to put forth for Municipalities Newfoundland & Labrador at this time.

Summer Program

The Director noted that the summer students have been hired and are currently completing the required first aid and occupational health & safety training. The Splash Pad will be opening on Thursday, June 28th (weather pending) while other students will be preparing for Gander's Canada Day Celebrations.

Ride for Sight Celebrates 30th Anniversary

The Committee would like to congratulate the Ride for Sight on their 30th Anniversary which was held in Gander from June 22nd – 24th. There were over 830 riders this year with over \$130,000.00 being fundraised. Gander has been their host site for 29 of their 30 years.

Many thanks to the Committee and staff for their efforts in making this another successful event.

Community Centre Refrigeration Plant

The Director informed the Committee that the annual overhaul of the compressors has been completed and the new emergency valves have been installed. The plant is ready for ice production starting on August 6th.

Tender

The Committee reviewed the result of the tender for the Development and Implementation of the Gander Community Centre Advertising Program. One tender was received and the Director advised that this tender met the specifications.

The Committee recommends that the tender for the Development and Implementation of the Gander Community Centre Advertising Program be awarded to the Rotary Club of Gander Cobb's Pond Foundation and refers the Tender to the Finance Committee for its consideration.

Gander Clean and Green Project

Council Blundon reported that the 1st "Clean and Green" day held in Gander on June 19 and 20, was very successful and included participation from the schools, businesses and residents.

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 27, 2012. The meeting was chaired by D. Blundon, Councillor. Other members present included: C. Elliott, Mayor; A. Scott, Councillor; J. Turner, CAO; A. Crummey, Development Officer; D. Chafe, Director of Development.

The following items were discussed:

Delegation - CMHC

The Committee met with Mr. Glenn Furlong, Corporate Representative for Community Development with the Canada Mortgage and Housing Corporation (CMHC), to discuss housing trends and needs in Newfoundland and Labrador. There are a number of prevailing trends across the province, including increasing house prices, increased demand for affordable homes and near zero percent vacancy rates for rental accommodations. Council has long recognized the same trends in Gander; most notably the ever increasing need for affordable housing.

CMHC is advocating that communities such as Gander develop a housing action plan which would identify needs across the community housing continuum and set out a plan to address current and future housing needs. The Committee feels that the development and adoption of a housing action plan is a worthwhile initiative and has asked the department how to best undertake the same.

Deputy Mayor Tucker stated that CMHC offers a program to developers that would like to participate in the development of affordable housing.

Compassion Monument

Last year Gander was singled out and recognized for the hospitality, compassion and support shown by its residents to the more than 6,600 individuals stranded here when their trans-Atlantic flights were diverted.

In addition to receiving the first ever International Community Resilience Award, the Town was also presented with two pieces of steel from the former World Trade Centre, one of which is on permanent display at the North Atlantic Aviation Museum.

The second piece is proposed to be incorporated in a new Compassion Monument, a granite structure which recognizes not only the efforts of our residents, but also the new and lasting friendships that were formed back in September 2001.

The Committee reviewed information on the proposed monument including its design, cost and placement within the community. The Committee fully supports the concept but believes that the choice location is very important. Staff has been asked to forward the design to Tract Consulting for consideration as part of the Cobb's Pond redevelopment, and to the Heritage Committee for consideration as part of the Heritage Park.

Smart Centre Property

Calloway REIT, owner of the Smart Centre commercial property at the corner of Cooper Boulevard and Roe Avenue has placed the property up for sale. Calloway is looking to sell a number of its property portfolios across the country. The sale is not expected to affect the daily operation of companies located at the site.

D. Tourism Committee:

The Tourism Committee report was presented by Councillor Anstey.

The Tourism Committee meeting was held on June 26, 2012. The meeting was chaired by R. Anstey, Councillor. Other members present included: S. Oram, Councillor; K. Sceviour; Special Events Coordinator.

The following items were discussed:

Festival of Flight Planning Update

Kitchen Party Bar

During the 2012 budget process, the Committee decided to include monies in the Festival of Flight budget to pay for a nonprofit organization to run the Kitchen Party bar. Some discussion regarding tendering the bar to various organizations took place and the Event Coordinator interpreted that at the end of the conversation, it was agreed that the Avion Players would be approached due to their expertise in running bars for various events such as the 9/11 Concert and the Great Big Sea Concert. It has come to light that since this was not formally recommended by Council, it was to be brought back to the Committee for discussion.

A letter was written to the Avion Players offering them the opportunity to run the bar for the 2012 Kitchen Party and the Committee received a favourable response from the group. As this is the first time that the Town has relinquished control of the bar (serving only), the Committee felt the Avion Players would be the best choice for the job due to the fact that they already have their volunteers in place; and that during the past few years, it has been difficult to get an organization to run the Gander Day bar. The Committee agreed that if it works out this year, the Town will tender the bar next year to other organizations.

Motion #12-131
Kitchen Party Bar

Moved by Councillor Anstey and seconded by Deputy Mayor Tucker that the Avion Players be contracted to provide bartending services at the Kitchen Party at a cost of \$2,500.00.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Gander Boys & Girls Club re Derby

A letter from the Gander Boys and Girls Club was reviewed. The Committee is pleased that the Boys and Girls Club will be participating in the Festival again this year and has instructed the Event Coordinator to provide assistance where possible and to ensure proof of insurance is received for the Derby.

Advertising Request

The Committee will be placing a full page ad at a cost of \$270.00 in the Municipalities Newfoundland and Labrador convention booklet. The conference will be held in Gander on October 4-6, 2012.

Municipalities Newfoundland & Labrador (MNL) Call for Resolutions

The Committee reviewed a memo regarding MNL's first call for resolutions for the 2012 General Meeting. The Committee has no recommendations for resolutions at this time.

Central Northeast Health Foundation Golf Tournament Request

A request from the Central Northeast Health Foundation for prizes for their upcoming Golf Tournament was reviewed. The Committee fully supports this initiative and will provide four tickets to the Festival of Flight Kitchen Party.

Aviation Banners

A discussion regarding the placement of aviation banners throughout the Town took place. The Committee agreed it wants to see more banners and signage up around Town during the Festival. The Town currently has six sets of hardware for the banners and will need to order 10 more sets at a cost of \$53.88 each for a total of \$538.80 plus tax and shipping.

Motion #12-132

Aviation Banners

Moved by Councillor Anstey and seconded by Councillor Blundon that banner hardware be purchased at a cost of \$538.80 plus tax and shipping from Flags Unlimited.

In Favour: 6 Opposing: 0

Decision: Motion carried.

As the banners will have to be placed on the poles by the Municipal Works Department, the Committee would like to forward this request to the Municipal Works Committee for its consideration.

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 19, 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:

It was noted that Councillor Scott is not in Conflict of Interest.

2012 Spring Cleanup

The Committee reviewed a report prepared by the Supervisor of Municipal Works which gave an overview of the clean up week. It was noted that the clean up week was extended into two weeks in order to handle the overwhelming volume of materials that was placed and collected at curbside. It was also noted that during this time all available personnel, except for the water and sewer personnel, were dedicated to the work of curbside clean up and very little other regularly scheduled work was accomplished.

The report advised that the labour amounted to 713 regular hours and 221 overtime hours for a total of 934 hours worked. The town utilized three garbage trucks, two tandem dump trucks and two loaders. A semi dump was provided by Central Metals with a driver and town personnel collected and loaded. A semi dump truck was also rented for 44 hours to aid in the collection and transportation to the regional site which town personnel also loaded.

Some of the problems identified with this clean up are as follows:

- Volume of debris overwhelmed the resources available to maintain schedule;
- The need to transport the debris (approximately 2 hour return trip)
- Garbage in approximately 60% of residents was unsorted, not in appropriate containers, placed after deadline, or contravened other municipal regulations;
- Scavengers often compounded the above problem by further breaking, mixing or distributing the debris;
- Hours of operation of the regional facility (8:00 a.m. – 5:00 p.m.) often prevented in emptying a garbage truck before/after hours;
- Large volume of building materials (gyprock-drywall, lumber and plywood) more so associated with a renovation project than a house clean-up.

Recommendations for future special clean ups:

- Implementation of proposed amendments to the garbage regulations;
- Increased enforcement of regulations to prevent scavenging and placement of material contrary to regulations;
- Public education regarding the use of appropriate containers, sorting of debris, and items not being collected (ie: tires, propane tanks, etc...)
- Public education regarding the availability of drop off of metals any working day to Central Metals on McCurdy Drive.

The Committee recommends implementing all the recommendations from the Supervisor of Municipal Works.

The Committee is also recommending that better communication to the public be forthcoming prior to the next event and that it would be specified clearly that the clean up would only be carried out during the resident's regular scheduled garbage day. A flyer should be distributed through Canada Post to all residents and should be ready for release on July 5, 2012. Staff will provide the information to our Media Coordinator to include in this flyer.

The Committee also asked the Director to contact the regional site to ascertain if the hours of operation could be extended during clean up week to help us alleviate some of the overtime.

Deputy Mayor Tucker stated that there are four clean up weeks throughout the year. Even though spring cleanup resulted in more items than anticipated, usage may decrease as the remainder of the scheduled clean ups are completed.

The Mayor advised residents that during clean up week items will only be picked up on your regular garbage day.

Council discussed whether or not it would be feasible to have a local drop off place for residents during clean up week versus curbside collection during clean up week.

Councillor Oram requested that actual cost be presented to include labour, equipment time, tipping fees, vehicle rental, etc. to ensure that an accurate comparison can be made with previous years as well as to let residents know the cost associated with each clean-up.

Composting

The Committee had a general discussion about composting within the municipality and believe that a fair portion of the material being collected and transported to the regional site could be composted. It also believes that composting material contributes a great deal to the amount of weight that was being disposed of and the Town is being charged, such as grass clippings, lawn and garden waste.

The Municipal Works Department is recommending and the Committee agreed that a yearly composting site be set up at the Town's property at 42 McCurdy Drive accepting lawn grass, flowers, weeds and other such garden compostable material. The Director advised that it would cost about \$6,000 – 8,000 with signage indicating the types of materials accepted or not accepted and this would help divert some of the tonnage from the regional site.

The Committee agrees that this is a great idea and that it should be implemented as soon as possible.

Concerns regarding the smell associated with a composting site were raised however Council was advised that rotation of the compost would assist in reducing the smell. Also noted was that Grand Falls – Windsor has been using a composting site for a number of years and there are no issues.

User Pay Option

The Committee had a discussion about the user pay option for curbside collection and that each household in the Town of Gander would be given a volume of tags to be attached to their garbage, if the bags at the curbside didn't have these tags, then the bags wouldn't be picked up. Therefore, people putting more garbage to the curb would be charged accordingly.

Proposed New Garbage and Refuse Regulations

In line with curbside collection being provided by CNWM, the Committee reviewed the regulations and made some minor adjustments and is recommending that the proposed new Garbage and Refuse Regulations be adopted as presented.

Motion #12-133

Proposed New Garbage and Refuse Regulations

Moved by Councillor Anstey and seconded by Councillor Blundon the presentation of the proposed new Garbage and Refuse Regulations be adopted.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Municipal Works & Services Committee:

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

The Municipal Works & Services Committee was held on June 27, 2012. The meeting was chaired by R. Anstey, Councillor. Other members present included: D. Blundon, Councillor; J. Blackwood, Director of Municipal Works & Services; J. Turner, CAO.

The following items were discussed:

Waste Water Treatment Steering Committee

A discussion took place regarding the need to form a Steering Committee to deal with the waste water treatment in the community for the upcoming years. It was the consensus of the Committee that the Waste Water Treatment Steering Committee be comprised of members from Council, Management, Municipal Affairs and the Town's Consultant – BAE New Plan.

The Director was asked to write the Deputy Minister of Municipal Affairs asking for a representative to sit on the Committee.

Motion #12-134

Waste Water Treatment Steering Committee

Moved by Councillor Anstey and seconded by Deputy Mayor Tucker the establishment of an ad hoc Waste Management Steering Committee and the members would be Councillor Scott, Chair; Councillors Anstey and Blundon; Jake Turner, CAO; James Blackwood, Director of Municipal Works; BAE New Plan, Town's Consultant; and a representative of Municipal Affairs.

The CAO talked to Municipal Affairs and they recommended an environmental representative be part of the Committee.

In Favour: 5 Opposing: 1 – Councillor Oram

Decision: Motion carried.

Proposed Municipal Plan #2 and Development Regulations #4 Amendment

As requested by Council, the proposed Municipal Plan Amendment #2, 2012 and Development Regulations Amendment #4, 2012 is now ready for adoption.

The amendment proposes to re-align the zoning boundaries of a future *Residential Medium Density (RMD)* zone between Ogilvie Street and Carr Crescent. A small *Commercial Local (CL)* zone will also be relocated within this perimeter.

An Open House was held on February 28, 2012, in the Council Chambers and a draft was recently released from the Department of Municipal Affairs.

Motion #12-135**Proposed Municipal Plan #2 and Development Regulations #4 Amendment
Ogilvie Street and Carr Crescent**

Moved by Councillor Anstey and seconded by Councillor Blundon that the proposed Municipal Plan Amendment #2, 2012 and Development Regulations #4, 2012 Amendment be adopted under Section (16)I of the *Rural and Planning Act*.

In Favour: 6 Opposing: 0

Decision: Motion carried.

A Public Hearing will now be scheduled to provide the general public with an opportunity to provide feedback on the Amendments.

**Proposed Municipal Plan #4 and Development Regulations #6
Amendment**

As requested by Council, the proposed Municipal Plan Amendment #4, 2012 and Development Regulations Amendment #6, 2012, is now ready for adoption.

This amendment proposes to re-zone the above noted property from *Commercial Downtown (DC)* to a *Residential Medium Density (RMD)* land use zone to permit the development of a residential building lot.

An Open House was held on May 22, 2012, in the Council Chambers and a draft was recently released from the Department of Municipal Affairs.

Motion #12-136**Proposed Municipal Plan #4 and Development Regulations #6 Amendment
7 MacKay Street**

Moved by Councillor Anstey and seconded by Councillor Blundon that the proposed Municipal Plan Amendment #2, 2012 and Development Regulations #6, 2012 Amendment be adopted under Section (16)I of the *Rural and Planning Act*.

In Favour: 6 Opposing: 0

Decision: Motion carried.

A Public Hearing will now be scheduled to provide the general public with an opportunity to provide feedback on the Amendments.

Tenders

The Committee reviewed the results of the tender for the supply and delivery of 400 cubic meters each of Class "A" and "B". Two tenders were received and the Director advised that the lowest of the tenders meeting specifications was submitted by **H. Wareham and Sons Ltd.**

The Committee reviewed the results of the tender for the re-shingling of the SPCA roof. Two tenders were received and the Director advised that the lowest of the tenders meeting specifications was submitted by **Central Tile Masonry Ltd.** This tender came in \$5,000 under budget.

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

Re-zoning request – 100 Byrd Ave.

The Committee reviewed a request from Beaton's Holdings Ltd. to change the zoning of 100 Byrd Ave from *Commercial Local (CL)* to *Residential High Density (RHD)* to accommodate the development of Roe Dwellings.

The Committee reviewed the proposal and had no issue with the request and is recommending that the re-zoning proceed as requested.

Hydrology Study – New Scope of Work

The Committee reviewed the new scope of work as presented by AMEC Earth and Environmental for a hydrological and a hydrogeological study for the proposed new subdivision off of Cobb's Pond.

This study will determine the potential affect that the construction of a new subdivision will have on the adjacent Little Cobb's Pond water levels. This study will complement a previous hydrology conducted by AMEC in February 2012 that analyzed the effect the development would have on storm water flow in Little Cobb's Pond.

The Committee recommended that the Director obtain another quote to ensure the price is reasonable.

The Committee agreed that the study was warranted and recommends moving forward at an estimated cost of \$44,241.00 plus HST and forwards it to the Finance Committee for its consideration.

The CAO indicated that the development could be completed in phases. The bog area would likely be slated as green space. The Department of Environment reviews and approves all development plans within the province.

The Director of Municipal Works advised that the study would take about one year to complete. An RFP would be issued for the development of the property once the study is completed.

Councillor Oram stated the Town Plan should be revised to include the connection of Ogilvie so that Municipal services provided to this area could be more efficient.

Magee Road Sewage Plant

The Committee reviewed the estimated budget for the maintenance and upgrading of the Magee Road Wastewater Treatment Plant. Two options were presented to the Committee and the Director advised that he wasn't aware which option would be appropriate until such time the tanks were drained in order to evaluate the inside of the tanks.

The Committee saw the immediate need for this work to be carried out and is recommending moving forward with it at a budget price for Option "A" at \$136,033.92 or Option "B" at \$267,999.84 and forwards it to the Finance Committee for consideration of available funding.

Council is concerned with how long the Magee Road Sewage Plant will be able to handle the current and ongoing increase of residential households.

The Director of Municipal Works & Services stated that a testing program for the plant will allow us to assess the capacity level of the plant. It will also provide an indication as to how long this plant will be able to handle current and future residential needs. Maintenance to this plant will allow time to assess the need for a new Sewer Treatment Plant in the Town.

HBB Application-56 Raynham Avenue

The Committee reviewed and Application for a home based business from a resident at 56 Raynham Avenue.

WHEREAS an application has been received from the resident of 56 Raynham Avenue to operate a business called **Neat & Discreet Cleaning Services** offering residential cleaning services;

AND WHEREAS the property owner has granted permission for **Neat & Discreet Cleaning Services** to operate from this location and the application has been advertised and meets all the Town of Ganders HBB Regulations and Guidelines;

AND WHEREAS the use is a discretionary of Council:

AND WHEREAS the discretionary notice has been advertised and no objections received;

Motion #12-137

HBB – 56 Raynham Avenue

Moved by Councillor Anstey and seconded by Councillor Scott that permission be granted for **Neat & Discreet Cleaning Services** to operate a Home Based Business from 56 Raynham Avenue offering residential cleaning services.

In Favour: 6 Opposing: 0

Decision: Motion carried.

HBB Application-4 Kent Place

The Committee reviewed and Application for a home based business from a resident at 4 Kent Place.

WHEREAS an application has been received from the resident of 4 Kent Place to operate a business called **Cruise Holidays**, offering travel consulting services;

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

AND WHEREAS the use is a discretionary of Council:

AND WHEREAS the discretionary notice has been advertised and no objections received;

Motion #12-138

HBB Application – 4 Kent Place

Moved by Councillor Anstey and seconded by Councillor Blundon that permission be granted for **Cruise Holidays** to operate a Home Based Business from 4 Kent Place offering travel consulting services.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Invoice for Approval

The Committee reviewed one invoice and the Director advised the Committee that the goods and services has been received and met the Town's specifications.

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

FCM Advisory

An FCM advisory was received advising of the National Roundtables that will be held in June and July to gather first-hand municipal input for the federal government's initiative to develop a new long-term infrastructure plan which will set the stage to replace \$2 billion in annual infrastructure funding due to expire in 2014.

As part of FCM's Target 2014 campaign in support of the long-term infrastructure plan, they are encouraging all municipalities to pass a resolution to coincide with the date when the infrastructure roundtable is held in their region. The roundtable is being held in St. John's on June 28th.

Motion #12-139

FCM Advisory

Moved by Councillor Anstey and seconded by Councillor Blundon that Council write a letter to the Federal Infrastructure Minister supporting the FCM initiative to develop a new long term infrastructure plan to replace the current plan which is due to expire in 2014.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Wiley Post Sign

The Committee asked for an update as to the status of the sign for Wiley Post. The Director advised that he will follow up immediately.

Status of the Auto Scopes

The Committee asked for an update on the status of the Auto Scopes and was advised that they are supposed to be ordered and installed now that the funding had been approved.

The Committee is recommending an evaluation of all town streets and the speed limits associated with each one to ensure that they are up to date and in compliance with the Tact manual recommendations of the document.

Welcome to Gander Signs-Proposal from Tract Consulting

The Committee asked for and update on the status of the landscaping of the *Welcome to Gander* signs. The Director advised that Tract Consulting has been asked to provide a design for low maintenance landscaping and he will check to see when it will be available.

F. Finance & Administration Committee:

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

The Finance & Administration Committee was held on June 28, 2012. The meeting was chaired by A. Scott, Councillor. Other members present included: S. Oram, Councillor; R. Anstey, Councillor; G. Brown, Director of Finance.

The following items were discussed:

Invoices for Approval

OPERATING

AS RECOMMENDED BY THE MUNICIPAL WORKS & SERVICES COMMITTEE JUNE 27, 2012

- | | |
|-------------------------------------|-----------|
| 1. Brenntag Canada Inc. | 13,695.35 |
| 00-420-6450-5405, chlorine | |
| Budget 14,500 Spent to date 8,939 | |
| 00-000-0070-1400, cylinder deposits | |

Total operating invoice for approval	<u>\$13,695.35</u>
--------------------------------------	--------------------

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

Motion #12-140
Invoices for Approval

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

In Favour: 6 Opposing: 0

Decision: Motion carried.

Policy – Signing of Financial and Legal Documents

The Committee reviewed proposed changes to the Signing of Financial and Legal Documents Policy. The changes being proposed are to replace the Deputy Municipal Clerk as the Signing Officer and insert the Accounting Supervisor. This is being done as the Accounting Supervisor is more familiar with the financial operations of the Town.

Motion #12-141
Policy – Signing of Financial and Legal Documents

Moved by Councillor Scott and seconded by Councillor Oram the adoption of the changes to the Signing of Financial and Legal Documents Policy, as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Property Tax Reductions

The Committee reviewed two 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 #12-142
Property Tax Reductions

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

In Favour: 6 Opposing: 0

Decision: Motion carried.

Ipad Usage

The Committee has discussed previously whether Ipads should be able to be taken home for use by Councillors. The Network Administrator has prepared a summary of the three options available to us. The first is to continue as we are. The second is to allow them to be taken home in which case they can be used on any wireless network. This would require us to put passwords on our Agendas and Minutes to ensure security of these documents. There is no cost to this option. The third option is to purchase new Ipads that would allow a connection essentially anywhere that has cellular service. This would cost approximately \$9,000 to replace the Ipads, as well as \$3800/year to purchase a data plan.

Motion #12-143

Ipad Usage

Moved by Councillor Scott and seconded by Councillor Anstey that Council accept Option 2 for IPAD usage which will allow the Ipads to be used at home or other areas where there is a wireless network available.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Tender – Class A & Class B

The Committee reviewed the tender results for the Supply of 400m³ of Class A and 400m³ of Class B for which two bids were received.

Motion #12-144

Tender – Class A & Class B

Moved by Councillor Scott and seconded by Deputy Mayor Tucker that the Supply of Class A and Class B tender be awarded to H. Wareham & Sons at a cost of \$15,548.80 HST inclusive.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Tender – Community Centre Advertising Program

The Committee reviewed the tender results for its Community Centre Advertising Program. This program would entitle the successful bidder to sell Advertising to be placed in the Community Centre. One bid was received for this tender.

Motion #12-145**Tender – Community Centre Advertising Program**

Moved by Councillor Scott and seconded by Councillor Anstey that the Community Centre Advertising Program Tender be awarded to the Rotary Club of Gander Cobb's Pond Foundation on a 51% and 49% basis.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Tender – Re-shingling of the Animal Shelter Roof

The Committee reviewed the tender results for the Re-shingling of the Animal Shelter Roof for which two bids were received.

Motion #12-146**Tender – Re-shingling of the Animal Shelter Roof**

Moved by Councillor Scott and seconded by Councillor Anstey that the tender for the Re-shingling of the Animal Shelter Roof be awarded to Central Tile and Masonry Ltd. at a cost of \$10,729.35 HST inclusive.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Funding for Magee Road Sewage Treatment Plant Improvements

When the Town carried out its 2012 Budget process, it allocated \$287,000 in its Capital Budget for upgrades to the Magee Road Sewage Treatment Plant. This figure came from an estimate from our Consulting Engineers on the Project Bae NewPlan. At that time we did not have the details, however, when the details were received \$225,000 of the costs estimated to complete the project are operational costs and not capital cost. As such we could not acquire cost sharing for the project from Government.

The Committee feels that the work still has to be done and feels that the Municipal Works Operating Budget should be increased to carry out the work. Funds for this come from the projected surplus for this year.

Motion #12-147**Funding for Magee Road Sewage Treatment Plant Improvements**

Moved by Councillor Scott and seconded by Councillor Anstey that the Municipal Works Operating Budget be increased by \$225,000 to carry out the upgrading of the Magee Road Sewage Treatment Plant.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Police Radar

The Committee reviewed the recommendation from the Public Safety Committee that a new radar be purchased for the Municipal Enforcement Department as there are operational problems with the present radar. Funding for the purchase will come from savings on the Animal Shelter Roof.

Motion #12-148**Police Radar**

Moved by Councillor Oram and seconded by Councillor Anstey that the Municipal Enforcement Department be authorized to purchase a new radar and Capital Funding will be reallocated from the savings in the SPCA roof project to cover the cost of the purchase.

In Favour: 6 Opposing: 0

Decision: Motion carried.

G. Other:
None.

6. ADMINISTRATION
None.

7. CORRESPONDENCE

None.

8. NEW BUSINESS

Residential Clean Up Week

Councillor Anstey notified the public that Residential Clean Up Week will be from July 16-20, 2012. Additional cleanup weeks are slated for September 10-14 and November 5-9, 2012. This service is provided for Gander residents only.

Garbage Collection – 112-138 Sullivan Avenue

Residents at this location currently pile their garbage together in one location, however, it's causing problems in that it is a focal point for seagulls and other small animals tearing the bags open and creating an unsightly mess.

The Director discussed this with Municipal Works personnel and made a recommendation to the Committee that the Town of Gander collect the garbage at each individual residence and if they follow the current regulations, it should eliminate the mess being strewn about the area.

At the regularly scheduled meeting of Council on May 3, 2012, concerns were raised about Town equipment operating on private property. The CAO has contacted the property owner and has a signed agreement in place permitting un-interrupted access to the property for the purpose of garbage collection.

Motion #12-149

Garbage Collection – 112-138 Sullivan Avenue

Moved by Councillor Anstey and seconded by Councillor Blundon that the Town of Gander, or its designate, implement curbside collection at the back of the houses at civic addresses 112-138 Sullivan Avenue.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Audio Visual for the Visually Impaired

Council requested an update on the Audio Visual Signal for the Visually Impaired. A further update will follow.

Hornell-Cheshire Sidewalk Completion

Council was advised that the sections of sidewalks on Hornell and Cheshire were identified as deficiencies in that development agreement and that a cash security is currently be held by the Town of Gander to have the work remediated.

9. ADJOURNMENT

Motion #12-150

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: 5 Opposing: 1 – Councillor Oram

Decision: Motion carried.

The meeting adjourned at 6:45pm.

C. Elliott, Mayor

K. Hiscock, Acting Town Clerk