

MINUTES

Regular Meeting of Council Wednesday, September 5, 2012 @ 4:30 pm Council Chambers

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

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

1. CALL TO ORDER

The Meeting was called to order at 4:30pm.

2. VISITORS/PRESENTATIONS

09/11 Presentation

Mr. Clane Moss presented the Mayor with a framed picture from September 11, 2001 to be displayed at the Town Hall.

Sexual Violence Awareness Week Proclamation

The Mayor proclaimed September 17 – 21, 2012 as Sexual Violence Awareness Week in the Town of Gander whereas Municipal Government recognizes the need for people of our province to live in safe and caring communities where violence is unacceptable, and supports efforts that raise awareness and educate the public.

3. MINUTES FOR APPROVAL

Motion #12-183

Minutes for Approval

Moved by Councillor Blundon and seconded by Deputy Mayor Tucker that the Minutes from the Regular Meeting of Council on August 15, 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 August 27, 2012. The meeting was chaired by S. Oram, Councillor. Other members present included: A. Scott, Councillor; Z. Tucker, Deputy Mayor; J. Turner, CAO; S. Fisher, HR Supervisor; P. Fudge, Fire Chief; W. Jenkins, Municipal Enforcement Officer.

The following items were discussed:

PUBLIC SAFETY

Audio Signal Device

The Committee wishes to advise residents that the audio signal device has been installed at the intersection of Airport and Bennett. A notice advising residents will be published in the Beacon. It was reported that the volume of the Audio Alarm was difficult to hear. The Municipal Enforcement Officer will investigate the sound level issue. Since this meeting, the Municipal Works Supervisor did advise that the volume can be turned up and will arrange to have this completed.

Parking on Towers and Bennett Drive

It was the consensus of the Committee that it will be difficult to enforce parking regulation in this area.

Memorial Speeding

The Committee was presented with the speed sign data collected from the tennis court area. Although the data indicated speeding, the Committee felt that more data from a position further west of the Elizabeth Drive intersection would be advantageous in assessing problem areas. It was also noted that the placement of the sign should be no longer than one week in any given spot. The Municipal Enforcement Officers will relocate the sign as indicated above and continue to collect and present data at the next Public Safety meeting.

Kids Playing in the Parking Lot of the Fire Hall

The Committee recommends that the Duty Firefighters continue to monitor and speak with the kids regarding safety concerns with playing in the parking lot. It is anticipated that this problem should correct itself once school resumes. The active members of the Department will be reminded of driving safely when in and around the Fire Hall.

Snowmobile Crossing Signs

The Municipal Enforcement Officer will identify signs already in place and those areas in need of signage. The CAO advised that there is a current grant for upgrades of signage on our Trail way system. The Fire Chief will confirm with the Supervisor of Municipal Works & Services to confirm that signage for these areas are included in the tender.

Town of Gander's Emergency Plan

The Committee was advised that our Fire Inspector has reviewed and made changes to our Emergency Plan as required by the Provincial Government. Our internal information has been updated to reflect these changes.

Motion #12-184

Town of Gander's Emergency Plan

Moved by Councillor Oram and seconded by Councillor Anstey approval of the Town of Gander's Emergency Plan be accepted as presented.

In Favour: 6 Opposing: 0

Decision: Motion carried.

HUMAN RESOURCES

Election Update

The Committee is pleased to announce that the following individuals have been nominated to run for Council:

Reginald Batson	Kevin Keating
Stephanie Winsor	Gerry Parrott

Clothing Policy

The Committee was presented with a revised Clothing Policy. There are minor changes to the content and layout.

Motion #12-185

Clothing Policy

Moved by Councillor Oram and seconded by Deputy Mayor Tucker that the Clothing Policy be approved as attached.

In Favour: 5 Opposing: 1 – Councillor Oram

Decision: Motion carried.

Councillor Oram questioned if the policy applied to the Roads Inspector and advised that he did not agree with this recommendation. The matter was referred back to the Human Resources Supervisor for clarification.

Scent Free Workplace

Due to allergies, the Town Hall will be designated as a scent free building effective immediately.

Vehicle Allowance

The Committee was advised that concerns were raised regarding the amount that was paid in vehicle allowances for the Town's inspectors. The CAO explained that previously a daily per diem for vehicle allowance was paid to employees who utilized their own vehicle for work purposes.

Concerns were raised regarding the fairness of this policy because some inspectors were required to drive more kilometers than others. Council decided to adopt a policy whereby the inspector was compensated based on the type of vehicle required by the position and the number of kilometers driven and based on the price of fuel. It was thought that this was fair to the Town and to the employees. While this has been in place for a few years now there are concerns with the methodology used. The Committee has forwarded this concern to the Municipal Works Committee for further investigation and recommendation.

Paramedical Services

Under our current Health Benefit Plan with TRIO, we have the option to "grandfather in" the paramedical services which includes a maximum of \$500.00 per service. Alternatively we can change this to a maximum benefit of \$1500 per combined service. After surveying the staff the outcome reflected that a combined benefit of \$1500.00 maximum was preferred.

B. Parks & Recreation Committee:

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

The Parks and Recreation Committee was held on August 27, 2012. The meeting was chaired by D. Blundon, Councillor. Other members present included: Z. Tucker, Deputy Mayor; A. Scott, Councillor; K. Sceviour, Acting Recreation Director; J. Turner, CAO.

The following items were discussed:

Multiplex RFP Update

The CAO gave an overview of the Multiplex RFP review that took place on August 9, 2012. At this time, two proposals are being considered and due to the closeness in the ranking system – as there is less than one point in the difference of the two – the Committee is recommending the proposal with the lowest cost, which is Tract Consulting.

The Committee agrees and is recommending to the Finance Committee that Council enter into negotiations with Tract Consulting to perform the services of a feasibility study of constructing and operating a Multiplex for the Town. In the event of failure to obtain a prime consulting agreement with Tract Consulting within a reasonable timeframe, it is recommending that Council proceed to negotiate a contract with the second proponent, Ronald Fougere Associates and refers this item to the Finance Committee for their consideration.

McDonald's Family Restaurant

A letter was received from McDonald's asking the Town's assistance with their 1st Annual Red Shoe Crew Walk for Families being held in Gander on Saturday, September 22nd, 2012. This event is a fundraising campaign for Ronald McDonald house and will be held in communities throughout Newfoundland and Labrador. The Committee will donate a skating pass to be used as a prize during the event and Commander Gander will make an appearance.

Closure of Cobb's Pond

The redevelopment project at Cobb's Pond Rotary Park will begin on Tuesday, September 4th, 2012 and the Park will be closed to the public for an extended period of time. Once the work on the Cobb's Pond Bridge is completed the boardwalk may re-open. Updates regarding this process will be posted on the Town's website.

Motion #12-186

Closure of Cobb's Pond

Moved by Councillor Blundon and seconded by Deputy Mayor Tucker that Cobb's Pond Park would be closed effective September 4, 2012, until further notice.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Reallocation of Funds for Ball Fields

Funding was allocated in this year's budget for the construction of dugouts and a backstop at the ball fields. After consultation with Minor Baseball and the Men's Recreation League, the Committee feels that maintenance of the field, especially reestablishment of the warning track must be given priority. The Committee refers this item to the Finance Committee for their consideration.

Gander Welcoming Signs

The Committee reviewed the design of the Gander Welcoming Signs submitted by Tract Consulting and agreed that the design would add much needed curb appeal to the area. The Committee felt it would be cost efficient to go to tender for the construction of all three signs, however the estimated costs would be over budget. After a discussion with the Economic Development Department regarding budget reallocation, it was decided that the Committee will refer this request to the Economic Development Committee for their discussion and assistance.

Equipment Loan Agreement

The Committee reviewed the attached Equipment Loan Agreement that will be used by the Community Centre when loaning out equipment to non profit organizations for events and recommends approval from Council.

Motion #12-187

Equipment Loan Agreement

Moved by Councillor Blundon and seconded by Councillor Scott approval of the Equipment Loan Agreement as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

C. Economic & Social Development Committee:

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

The Economic Development Committee meeting was held on August 27, 2012. The meeting was chaired by Z. Tucker, Deputy Mayor. Other members present included: D. Blundon, Councillor; J. Turner, CAO; D. Chafe, Development Director; A. Crummey, Development Officer.

The following items were discussed:

Community Advisory Board on Homelessness

Deputy Mayor Tucker welcomed the delegation from the Community Advisory Board (CAB) on Homelessness, Yvonne Gillingham and Herb Loveys who gave a presentation on homelessness in the Gander area and their plans to deal with this issue.

The Committee was informed that other regions have created shelters and addiction programs to aid the homeless. Gander's CAB is in the process of having an action plan completed which will prioritize the needs for this area. Once this plan is completed they will have a better idea where to concentrate their resources. They requested that Council appoint a Councillor to their Board in addition to the staff person who regularly attends their board meetings.

The Committee thanked the delegation for attending and assured them Council would help where possible when they decide on a project. The delegation left the meeting.

The Committee is not recommending appointing a Councillor to the CAB's board meetings at this time as there is a vacancy on Council and it was felt this issue should be revisited following the by-election next month.

Councillor Oram left the Council meeting at 4:58pm.

Cobb's Pond Residential Development

Earlier this year the Department had a request from a developer interested in acquiring a parcel of land suitable for an affordable housing development. At the time, it was Council's decision to advise the developer that land had been slated near Cobb's Pond for this type of development and that he should consider a submission during the tendering process.

The Director advised that the recent requirement for a second hydrology study will delay the development by two years, a time frame outside the needs of the developer. The developer remains interested in the community and would like to know if Council would make an additional area available.

The Committee feels that a two year delay could jeopardize opportunities to move forward with affordable housing and would like to see the Cobb's Pond development proceed in a timelier manner. The Committee asks that the Municipal Works Department, in consultation with the residents of Ogilvie Street, explore options for expediting the availability of the land in question.

This item has been referred to the Municipal Works and Services Committee for their consideration and action.

Councillor Oram returned to the Council meeting at 5:02pm.

Commercial Land Availability

The Town of Gander has experienced strong growth in the business sector with the Gander Business Park being the preferred location for many of those looking to expand their professional service or retail businesses. With the majority of the Commercial General Zone section now filled, the Department is facing challenges finding appropriate and desirable land for new companies looking to establish in the community. Land that is available, including public and private, is either unsuitable for the developer or not yet available.

The Committee is recommending that a plan for the future development of the business park lands be prepared on the assumption that the sewage treatment plant will eventually be relocated. It is also recommended that Council approach the Gander International Airport Authority and the Government of Canada to begin the process of acquiring additional surplus federal land adjacent to the business park.

New Building Construction – CFB Gander

In 2009 the Government of Canada made a public commitment to construct new infrastructure at 9 Wing Gander including two multi-purpose facilities. The development was slated to commence by 2011.

To date there has been no apparent movement on the plans or update from the Government. The Committee feels that the promised upgrades are critical to the operations of 9 Wing Gander and its 103 Search and Rescue Unit.

Motion #12-188

New Building Construction – CFB Gander

Moved by Deputy Mayor Tucker and seconded by Councillor Anstey that a letter be written requesting a meeting to the Minister of National Defense or designate stressing the need to move forward with their commitment on construction of new facilities and requesting a project update.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Welcome to Gander Signs

During the 2012 budget planning process the Municipal Works Department allocated \$9,000 to landscape the bases of the three new Welcome to Gander signs. The amount required to complete the work has since been estimated at approximately \$22,000. The Development Department is expecting to show savings in its Business Travel budget and Management is recommending that \$13,000 be reallocated to the Municipal Works Department in order to complete the landscaping of the signs.

The Committee agrees with management's recommendation and forwards this item to the Finance Committee for consideration and recommendation to Council.

Rural Secretariat

Earlier this year the Director was appointed to the Provincial Government's Rural Secretariat Board for the Gander New-Wes-Valley region. The Board provides direct input into the decision making process for programs and policies that affect regions and municipalities.

The Director has found it challenging to attend board meetings as they are often full day events that are scheduled during the work week. The Director is asking permission to attend these meeting during regular work days.

The Committee believes that the Director's efforts and time are required for town specific initiatives and does not support the request.

D. Tourism Committee:

The Tourism Committee report was presented by Councillor Scott.

The Tourism Committee meeting was held on August 28, 2012. The meeting was chaired by R. Anstey, Councillor. Other members present included: A. Scott, Councillor; K. Sceviour; Special Events Coordinator.

The following items were discussed:

Festival of Flight

A discussion regarding possible entertainment for the 2013 Kitchen Party took place. The Committee requested that the Event Coordinator contact booking agents to see which bands may be touring in Atlantic Canada close to the time of the Festival. The Event Coordinator will make some inquiries and provide an update.

Newfoundland and Labrador Culture Days

The Committee reviewed a letter from the Provincial Government inviting Gander to participate in the NL Culture Days which is taking place from September 28th – 30, 2012. This national initiative is a movement to raise the awareness, accessibility, participation and engagement of all Canadians in the arts and culture life of their own communities.

The Town will join the Province in proclaiming NL Culture Days and the Event Coordinator will look into the possibility of hosting an event in conjunction with the Farmers Market on Saturday, October 29th, 2012.

Canadian Tourism Human Resources Council

The Committee was advised that the Event Coordinator has been invited to participate in the Event Coordinator Industry Validation meetings taking place in Ottawa, ON in October. The Committee would like to congratulate Ms. Sceviour on being selected to participate on this national committee. All expenses incurred will be covered by the CTHRC.

Compassion Monument

The Committee discussed possible locations for the proposed Compassion Monument. The Monument will include the piece of steel from the World Trade Centre donated to the Town by the Bethpage Fire Department. After a lengthy discussion, the Committee agreed that the best location for the monument would be at the Gander Heritage Memorial Park which is currently in development. It was also decided that the Town should work with the architect who assisted the Memorial Park Committee to decide on a fitting monument.

Motion #12-189

Compassion Monument

Moved by Councillor Anstey and seconded by Councillor Blundon that the Compassion Monument be placed in the Gander Heritage Memorial Park and that Town staff work with the architect who assisted the Gander Heritage Park Committee to design a monument that is a tribute to the compassion shown by Gander and the surrounding areas on that tragic day.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Destination Gander – Appointment

Due to the resignation of Councillor Lanning, Council no longer has a representative on Destination Gander Executive Board. The Committee would like to appoint Councillor Anstey to this board due to the fact that he has experience with this organization and is familiar with the Tourism Department's initiatives. The item will be referred to the next Privileged Meeting of Council for their 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 August 29, 2012. The meeting was chaired by R. Anstey, Councillor. Other members present included: D. Blundon, Councillor; S. Oram, Councillor; C. Elliott, Mayor; J. Turner, CAO; J. Blackwood, Director of Municipal Works & Services.

The following items were discussed:

Accessory Building Regulation Change, 2nd reading

The Committee reviewed the proposed amendment to the Accessory Building Regulations and is presenting it for a second reading. The Committee is proposing that the Regulations be amended to increase the maximum size of a non residential accessory building from 55 Sq Meters (600 Sq Ft) to 74.5 Sq Meters (800 Sq Ft).

There haven't been any objections or input received from Council or the general public since the first reading and the Committee is recommending adoption of the proposed amendment.

Motion #12-190

Accessory Building Regulation Change, 2nd Reading

Moved by Councillor Anstey and seconded by Councillor Blundon that the Accessory Building Regulations be amended to increase the maximum size of a non residential building to 74.5 Sq Meters (800 Sq.ft.)

In Favour: 6 Opposing: 0

Decision: Motion carried.

7 Lewington Place

The Committee met with the owner of 7 Lewington Place who relayed to the Committee the series of events regarding a water leak that occurred on her property, the subsequent repairs that were carried out, some concerns she had about the process that was followed, and the condition her property was left in after the repairs were finished.

The resident left the meeting at approximately 3:45 pm. The Committee then requested that the Director of Municipal Works and Services obtain a copy of the contractors invoice from the owner to determine exactly what repairs were carried out during that portion of the project and report back to the next committee meeting.

Invoices for Approval

The Committee reviewed 6 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.

107 Penwell Avenue

The Committee reviewed more correspondence from residents in or around 107 Penwell Avenue with concerns that the end of the street has still not been paved. The Director advised that the developer is committed to completing this portion of work prior to the end of this construction season. The Director also provided the Committee with a tentative development proposal which will see Phase 13 of Spruce Court tying into that section of the road and see it extending out well beyond the existing properties that exist there now.

30 Blackwood Drive

The Committee again reviewed correspondence from the owner of 30 Blackwood Drive raising concerns about the condition of the street directly in front of his and the neighbouring property. The Director advised that the street was designated for a complete rebuild in the 2014 construction season and didn't see the merit in doing a large sectional patching program on that street at this time.

The letter did explain that the Town workers had carried out some necessary patching, as required but the resident was not satisfied with the work. The Director advised that he would visit 30 Blackwood Drive and determine if there is anything further that can be done to help address the owners concerns.

23 Raynham Avenue

The Committee reviewed correspondence from the resident of 23 Raynham requesting a buffer adjacent to his property. This request is subsequent to discussions which took place with regards to rezoning of the property behind Raynham as Council had agreed to a green space or buffer behind these properties. The Resident of 23 Raynham is also requesting a buffer to the side of his property equal to that on the back.

The Committee reviewed the property and noted that there was already vacant land directly adjacent to 23 Raynham as well as a NL Power easement that acts somewhat as a buffer and the Committee didn't see the merit of adding an additional buffer to this lot.

The Committee did agree that the Town should offer the individual the option of purchasing the small piece of vacant property between his lot and the NL Power easement which is not big enough for any residential building lot and is an orphaned piece of land.

Motion #12-191

23 Raynham Avenue

Moved by Councillor Anstey and seconded by Councillor Blundon that the small piece of property between 23 Raynham and the NL Power Easement be added to the land bank for sale.

In Favour: 6 Opposing: 0

Decision: Motion carried.

The Director will write the owner asking if they would be interested in purchasing this parcel of land.

Clean Up Week

The Committee reviewed a report from the Supervisor of Municipal Works for the second Clean up week this year. The Committee is recommending that at the end of the four clean up weeks, the financial reports from on these be forwarded to the Finance Committee for their evaluation and recommendations for the 2013 season.

Clean Up Week Schedule Change

The next scheduled Clean up Week date has been changed. The next event will now take place from **September 17-21 inclusive** to accommodate the Targa Road Rally going through town.

HBB Application-500 Gander Bay Road

The Committee reviewed an Application for a home based business from a resident at 500 Gander Bay Road.

WHEREAS an application has been received from the resident of 500 Gander Bay Road to operate a business called ***Fashion Boutique NL*** offering on-line women's clothing sales via their website.

AND WHEREAS the application has been advertised, will only have an average of two visitors per week, and meets all the Town of Gander's HBB Regulations and Guidelines

Motion #12-192

HBB Application – 500 Gander Bay Road

Moved by Councillor Anstey and seconded by Councillor Blundon permission be granted for ***Fashion Boutique NL*** to operate a Home Based Business from 500 Gander Bay Road offering online women's clothing sales.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Bad Water Odour- Scott Place & Wright Crescent Area

The Committee reviewed correspondence from a resident in the area of Scott Place who had concerns about the strong earthy smell and odour on the water coming from their taps in that section of town.

The Committee discussed the potential cause of this odour and reviewed a memo from the Water and Sewer Department which stated that even though residents of Gander may experience an earthy odour from their drinking water, the water is still safe to drink and meets Canadian Drinking Water Guidelines. This odour produced by Geosmin, a natural occurring chemical compound poses no health concerns. Geosmin produces odour at very low levels, 5 parts per trillion (ppt).

The odour is caused by seasonal changes in our lakes and is the same odour that is sometimes detected on root vegetables such as potatoes and beets. Depending on the water temperature, this odour may persist for a couple of weeks. The odour can be reduced by keeping a jug of water in the fridge or adding ice cubes or a few drops of lemon juice.

The Water Department is trying diligently, through an extensive water flushing program, to minimize these effects and encourages residents to not be concerned but if they do have concerns to contact the Water Department for further guidance.

The Director also advised that in the 2013 Budget, he will be putting forward a request for funding to do an evaluation of the water distribution system in the Town of Gander as the Town's infrastructure continues to grow and expand.

MNL Resolution- Provincial Bldg permits

The Committee reviewed correspondence from MNL regarding the Provincial Government not obtaining building permits or having inspections carried out on work conducted on their properties within municipalities.

It's an issue that the Town of Gander would like to be able to put forward by way of a resolution at this year's annual general meeting of MNL. The Committee saw this as an issue that would best be addressed by the membership of the convention.

Engineering Clerk, Extension

The Committee considered a request from the Engineering Department to have the number of weeks for the Engineering Clerk extended to the end of September.

The Director advised that there is still a considerable volume of work flowing through the Engineering Department and funds from a cost savings in Municipal Works wages could be reallocated to accommodate this extension in weeks. The Committee agreed with the request and forwards this item to the Finance Committee for their consideration.

Waste Water Treatment Committee, update

The Chairman of the Committee had asked for an update on Waste Water Treatment in the town specific to the Magee Plant. The Director advised that the tender was currently being written for the Magee Plant Maintenance Work, the tank had been drained and a mandatory site visit had been established for all interested contractors to come in and view it before preparing a quote or bid on the job.

In addition to that the Town's consultants will have a waste water expert on site to evaluate the condition of the empty tank and make a recommendation to move forward and proceed to the same maintenance on the second tank.

There was also a Waste Water Steering Committee put in place and the first meeting of that group will be taking place in the near future. The only person missing from this group is the consultant which must be selected through a request for proposal (RFP) process. It was recommended that the Waste Water Steering Committee hold an initial meeting to discuss the selection of the consultant and then begin that process.

The Director of Municipal Works & Services advised that the first tank has been drained and the sludge removed. The tank will be back in operation at the end of the week. The same work will then begin on the second tank.

The Maintenance of the plant will allow the town to determine the actual capacity of the plant. Currently there are 400 lots approved which can be accommodated by the Magee Plant. In consultation with the Department of Environment, additional lots will be determined after this project has been completed.

In addition, the town is anticipating that this maintenance project will help reduce the smell in the area.

Welcome to Gander Signs

The Committee reviewed the conceptual drawings from Tract Consulting. Each entrance sign had an estimated construction cost of \$ 7,300. There was \$ 9,000 budgeted for the completion of three signs.

The Director of Development advised that they had cost savings in their budget that they were willing to reallocate for the signs as they saw this as a worthwhile and attractive addition to the town. This item is now referred to the Finance Committee for its consideration.

Cobb's Pond Development, Land for Affordable Housing

The Committee reviewed correspondence from the Director of Development indicating that he felt that there was a desperate need for affordable housing in the town and that the Town of Gander should be aggressively moving forward on making land available, specifically land adjacent to Carr Crescent or the Cobb's Pond Residential Land Development. He asked the Municipal Works Committee if there is any way to expedite the process.

The Committee recommended the Director and the CAO meet with the residents of Ogilvie who attended the public hearing to discuss options to help move this project forward in a timely manner.

Honeywell

The Town Council was given a presentation by Honeywell earlier this week on energy solutions.

WHEREAS The Committee was given a presentation on energy solutions by Honeywell

AND WHEREAS The Committee is recommending the Town begin the Request for Proposals (RFP) to select a partner in energy solutions for the Town

Motion #12-193

Honeywell

Moved by Councillor Anstey and seconded by Deputy Mayor Tucker that the Town of Gander proceed with the RFP process to select the partner for Energy Solutions.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Library Roof

The Committee was briefed by the Director that the Gander Public Library was experiencing water leaks in the roof and that the monies budgeted for that facility had been expended. The Municipal Works Staff are currently working towards obtaining a quote as to the financial requirements and scope of work to have the necessary repairs carried out.

F. Finance & Administration Committee:

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

The Finance & Administration Committee was held on August 30, 2012. The meeting was chaired by A. Scott, Councillor. Other members present included: R. Anstey, Councillor; S. Oram, Councillor; K. Hiscock, Acting Director of Finance; J. Turner, CAO.

The following items were discussed:

Rotary Club of Gander Cobb's Pond Foundation

The Committee met with Mr. Bruce Sparkes and Mr. Bob Bureaux from the Rotary Club of Gander Cobb's Pond Foundation with regards to the awarded tender for the advertising signs at the Gander Community Centre. The Foundation being the only bidder was awarded the tender at the July 4, 2012 Council meeting.

The Foundation would like the Committee to extend the awarded tender to include all existing contracts that are currently at the Community Centre.

The delegation left the Committee meeting.

The Committee felt that, since there was only one bidder and because the proceeds would be directed toward the cost of redeveloping Cobb's Pond, the contract should be written to allow the Rotary Club to include existing advertisers as a revenue source.

Council does have the right under the existing advertising agreements to cancel by providing ninety days notice and recommends that each of them be written thanking them for their support over the years and advising that their agreement will be cancelled effective December 31, 2012.

Motion #12-194

Rotary Club of Gander Cobb's Pond Foundation

Moved by Councillor Anstey and seconded by Deputy Mayor Tucker that notice of cancellation of advertising agreements be given to the existing advertisers within the Community Centre with effect at December 31, 2012 and that the agreement with the Rotary Club Cobb's Pond Foundation would be changed to permit them to approach the existing advertisers and negotiate an advertising contract with the Rotary Club Cobb's Pond Foundation.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Invoices for Approval

CAPITAL

AS RECOMMENDED BY THE MUNICIPAL WORKS & SERVICES COMMITTEE AUGUST 29, 2012

- | | | |
|----|--|-----------|
| 1. | Hickman Motors Ltd.
01-000-0080-1815, 2012 Chevy Silverado (purchased May 16 th)
Budget 102,500 Spent to date 24,500 | 24,315.02 |
| 2. | Hickman Motors Ltd.
01-000-0080-1815, 2012 Chevy Silverado (purchased May 16 th)
Budget 102,500 Spent to date 24,500 | 24,315.02 |
| 3. | Hickman Motors Ltd.
01-000-0080-1815, 2012 Chevy Silverado (purchased May 16 th)
Budget 102,500 Spent to date 24,500 | 24,315.02 |
| 4. | Hickman Motors Ltd.
01-000-0080-1815, 2012 Chevy Silverado (purchased May 16 th) 4x4
Budget 102,500 Spent to date 24,500 | 27,938.93 |
| 5. | Tract Consulting Inc.
01-000-0080-1837, Cobb's Pond Development Phase 1, Tendering
Contract 368,811 Spent to date 164,110 | 12,264.88 |

OPERATING

AS RECOMMENDED BY THE MUNICIPAL WORKS & SERVICES COMMITTEE AUGUST 29, 2012

- | | | |
|--------------------------------------|---|---------------------|
| 6. | Northbridge Insurance
00-120-1000-7215, Insurance deductible, policy #, 74 Forester St, Gander
Budget 206,000 Spent to date 189,289 | 10,000.00 |
| Total capital invoices for approval | | \$113,148.87 |
| Total operating invoice for approval | | <u>\$10,000.00</u> |
| Grand total of invoices for approval | | <u>\$123,148.87</u> |

The Acting Director of Finance advised that the invoices were within budget, except those associated with the purchase of vehicles, and meet the policies of the Town of Gander.

Motion #12-195
Invoices for Approval

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

In Favour: 6 Opposing: 0

Decision: Motion carried.

Backland Purchase – 17 Wilcockson Crescent

The Committee reviewed a request from the homeowner of 17 Wilcockson Crescent to purchase backland behind their property.

Motion #12-196
Backland Purchase – 17 Wilcockson Crescent

Moved by Councillor Scott and seconded by Councillor Blundon that the land be sold to the homeowner of 17 Wilcockson Crescent for \$0.50 per square foot plus legal and survey costs.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Welcome to Gander Signs

The Municipal Works Department is requesting additional funds to landscape the bases of the three Welcome to Gander signs. The Economic Development Department advises that funds can be reallocated from its savings in its business travel budget. The 2012 budget allocated \$9,000 to complete the work however; an analysis by an outside source estimates the cost at approximately \$22,000.

The Committee is not prepared to accept the recommendation at this time due to the proximity of the 2013 budget process and the fact that the project probably would not be completed this year due to the length of time for the tendering process and the shortness of the remaining construction season. The Committee would also like to have the Civic Enhancement Committee review the design and provide any suggestions.

The Committee will consider the request during the 2013 budget process.

It was questioned whether or not it was possible to have the tender sent out now versus waiting for next year.

The CAO advised that these signs, which reflect a “runway” look, are the 1st impression visitors see when approaching Gander. The completion of the signs should be that of low maintenance shrubbery.

It was suggested that this be forward to the Civic Enhancement committee for review.

Tender- Construction of Two Asphalt Walkways

There were no bidders for the tender for the construction of two asphalt walkways.

Tender- New Tandem Truck/Salt/Plow

The Committee reviewed the tender results for the new tandem/truck/salt/plow. Three bids were received for this tender.

The Committee is not recommending the awarded of the tender at this time since it did not reviewed in the Municipal Works Committee

Goodyear's Interest Write-Off

The Committee reviewed a request from Goodyear's Limited to write-off all interest charges on the outstanding account. After reviewing all documentation associated with the dispute, the Committee is prepared to write-off one half of the interest charges on the business's account.

Motion #12-197

Goodyear's Interest Write-Off

Moved by Councillor Scott and seconded by Deputy Mayor Tucker to write-off one half of the interest charges in the amount of \$1,478.45 on Goodyear's Limited account.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Reallocation of Funds for Ball Fields

The Recreation Committee is requesting that funding approved in the 2012 budget for the construction of dugouts at the ball fields be reallocated to the reestablishment of the warning track areas.

Motion #12-198

Reallocation of Funds for Ball Fields

Moved by Councillor Scott and seconded by Councillor Anstey that the Recreation Department be approved to reallocate funds for the reestablishment of the warning track areas.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Engineering Clerk Extension

The Municipal Works Committee is requesting an extension on the Engineering Clerk position for an additional six weeks with an end date of September 28, 2012. The extension is within budget as the savings from the Engineering student have been reallocated.

Motion #12-199

Engineering Clerk Extension

Moved by Councillor Scott and seconded by Councillor Blundon that the Engineering Clerk position be extended to September 28, 2012.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Multiplex RFP

The CAO gave an overview of the Multiplex RFP review that took place on August 9, 2012. There were two proposals considered with less than one point in the difference in the ranking system. Municipal Affairs is recommending that Tract Consulting be awarded the proposal.

Motion #12-200**Multiplex RFP**

Moved by Councillor Scott and seconded by Councillor Blundon that Council enter into negotiations with Tract Consulting to perform the services of a feasibility study of constructing and operating a Multiplex for the Town and failure to obtain a prime consulting agreement with Tract Consulting within a reasonable timeframe, then Council wishes to proceed to negotiate a contract with the second proponent, Ron Fougere Associates.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Third Police Officer

The Public Safety Committee is requesting the approval of a full time third police officer.

Due to the proximity of the 2013 budget process, the Committee is not recommending acceptance of their request.

Deputy Mayor Tucker identified that by implementing a 3rd officer, the Town can more effectively enforce by-laws, reduce speeding and perform other duties, all of which is achievable at very little cost.

Council would like a breakdown of the daily duties perform prior to agreeing to a third officer. It was also noted that this should wait for the 2013 budgetary process.

G. Other:
None.

6. ADMINISTRATION
None.

7. CORRESPONDENCE
None.

8. NEW BUSINESS

Philadelphia Sales Contract Extension

The Development Department has requested to extend its contract for U.S. investment prospecting services with consultant, Philadelphia Sales Company, through to December 31st. The consultant will continue to support department staff on number of projects including working with current prospects, and assisting with tradeshow.

Costs associate with the extension will be shared between the Town of Gander and the Atlantic Canada Opportunities Agency on a 30/70 basis.

Motion #12—201

Philadelphia Sales Contract Extension

Moved by Deputy Mayor Tucker and seconded by Councillor Blundon that the contract with the Philadelphia Sales Company be extended through to December 31, 2012.

In Favour: 5 Opposing: 1 – Councillor Oram

Decision: Motion carried.

Councillor Oram left the meeting due to conflict of interest.

Rezoning Request – Asphalt Plant

The Town has received an application to amend the current Gander Municipal Plan and Development Regulations to permit the installation of an Asphalt Plant at a location approximately 4 kilometres west of Gander, adjacent the base of Transmitter Hill. The land in question is zoned **“Rural”**.

Asphalt Plant is a **“Hazardous Industry”** use and is currently not permitted anywhere within the Gander Municipal Boundary or Planning Area Boundary.

The application has been reviewed and a recommendation prepared to add **“Hazardous Industry”** to the Discretionary Use Classes of the **“Rural”** Use Zone Table. Conditions indicating proximity to developed areas will also be introduced.

Motion #12-202**Rezoning Request – Asphalt Plant**

Moved by Councillor Anstey and seconded by Councillor Blundon that the Engineering Department be given permission to proceed with an amendment process of our Development Regulations to add **“Hazardous Industry”** to the **Discretionary Use Classes** of the **Rural (R)** use zone table in the Town of Gander’s Development Regulations 2009-2019. Stipulations governing proximity to developed areas will be added to the Conditions of the **“Rural”** Use Zone.

In Favour: 5 Opposing: 0

Decision: Motion carried.

The CAO advised that this would include all rural areas but they would be required to be a specific distance from Residential properties.

Councillor Oram returned to the meeting.

Community Centre Memorial Seats

The Gander Senior Flyers are taking to the ice at the Community Centre this season. When the Community Centre was being built, a number of people purchased memorial seats at the Centre to help with a fundraising initiative. During this time, the seats were sold to the public with the understanding that the owners of the seats would get first choice to purchase the ticket for their seat for Town sponsored events. As the Gander Flyers are not sponsored by the Town, the memorial seat holders will not have rights to their seats however, the Gander Flyers will be selling holding seats to their fans at a date to be announced.

Appointment of Councillor Anstey to Destination Gander Board

Due to the resignation of Councillor Lanning this past summer, the Town’s seat on the Destination Gander Board is vacant. The Tourism Committee felt it was important to fill this position on the board immediately and it was agreed that Councillor Anstey will be appointed to this position.

Motion #12-203**Appointment of Councillor Anstey to Destination Gander Board**

Moved by Councillor Oram and seconded by Councillor Scott that Councillor Anstey be appointed to the Destination Gander Executive Board effective immediately.

In Favour: 6 Opposing: 0

Decision: Motion carried.

9. ADJOURNMENT

Motion #12-204

Adjournment

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

In Favour: 6 Opposing: 0

Decision: Motion carried.

The meeting adjourned at 6:10pm.

C. Elliott, Mayor

G. Brown, Town Clerk