

MINUTES

Regular Meeting of Council Wednesday, December 19, 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
	G. Parrott	Councillor

Advisory and Resource:	J. Turner	Chief Administrative Officer
	J. Blackwood	Director of Municipal Works & Services
	G. Brown	Town Clerk
	D. Deschamps	Director of Recreation and Community Services
	S. Fisher	Human Resources Supervisor
	D. Chafe	Development Director of Development
	P. Fudge	Fire Chief

1. CALL TO ORDER

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

2. VISITORS/PRESENTATIONS

3. REGULAR MINUTES FOR APPROVAL

Motion #12-283

Minutes for Approval

Moved by Councillor Blundon and seconded by Deputy Mayor Tucker that the Minutes from the Regular Meeting of Council on November 28, 2012 be adopted as presented.

In Favour: 7 Opposing: 0

Decision Motion carried.

4. BUSINESS ARISING FROM PREVIOUS MINUTES

None.

5. REPORTS – STANDING COMMITTEES:**A. Public Safety and Human Resources Committee:**

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

The Public Safety and Human Resources Committee meeting was held on December 10, 2012. The meeting was chaired by A. Scott, Councillor. Other members present included: Z. Tucker, Deputy Mayor; S. Fisher, HR Supervisor; P. Fudge, Fire Chief; W. Jenkins, Municipal Enforcement Officer; A. Lockyear, Student.

The following items were discussed:

PUBLIC SAFETY**Municipal Police Attending Out of Town Motor Vehicle Accidents**

RCMP, Staff Sargent Randy Freeborn, attended the meeting to discuss the role of our Municipal Police responding to Motor Vehicle accidents outside of the Town boundaries and whether their presence was required at these incidents. He advised that due to the limited number of RCMP officers within his detachment, our Municipal Enforcement Officers are often needed to assist with these incidents. However, should their assistance not be required they would be sent back to resume their routine patrols.

Golden Years Estates

The Committee was advised that the street lighting in the area does meet the current Town of Gander Policy and they are not prepared at this time to recommend that extra lighting be installed in this area.

Invoice for Approval

The Fire Chief recommended that invoice 01-000-0080-1805 by Acklands Grainger for 18 breathing apparatus not be paid until the appropriate adjustments have been made to all units. The units arrived with the incorrect face masks and regulators installed. Replacements are enroute and should be completed as soon as possible.

Enforcement of the Animal Welfare Regulations

The Committee was advised that Constable Fudge is attending the second part of the Animal Welfare Regulations course, and will provide a report to the Committee upon return.

Tender - Full Size Pickup Truck for the Fire Department

After reviewing the second tender for this vehicle, the Committee would like to review the specifications for the vehicle, as well as the submitted tender, before making any decision on whether to proceed with the purchase of the truck. Should the specifications and the submitted tenders adequately meet the requirement approval of the tender will be forwarded prior to the Finance committee meeting of December 13th, 2012.

HUMAN RESOURCES

No Expiry Dates on Job Ads

The Committee decided that posting job opportunities without closing dates within our municipality would not be supported as we want to ensure that all potential job seekers have an opportunity to apply. Therefore, the current practice of including closing dates on job postings will remain as is.

2013 Meeting Schedule

The Committee reviewed the 2013 Meeting Schedule.

Motion #12-284

2013 Meeting Schedule

Moved by Councillor Oram and seconded by Deputy Mayor Tucker that the 2013 Committee Structure and Meeting Schedule be approved, as attached.

	In Favour:	7	Opposing:	0
Decision:	Motion carried.			

B. Parks & Recreation Committee:

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

The Parks and Recreation Committee was held on December 10, 2012. The meeting was chaired by Z. Tucker, Deputy Mayor. Other members present included: A. Scott, Councillor; G. Parrott, Councillor; D. Deschamps, Recreation Director; J. Turner, CAO.

The following items were discussed:

SPN Softball Tournament

The Committee discussed the issue of converting the Dog Park back to a softball field since five fields have now been requested for the National tournament in August 2013. The cost of this would be over \$30,000.00 which the Committee felt was not a cost effective decision since it was only needed for a few days.

If the Slo Pitch Nationals representative decided to bus participants to a neighboring community for the tournament, the committee would entertain the idea of cost sharing for this initiative.

Summer Hockey School Request for Proposals (RFP)

The Director noted that he is currently preparing a RFP for ice time for a hockey school at the Community Centre during the last week of August 2013. The Director is hoping to have this RFP ready early in the New Year.

Request for Funding

The following request was approved under the Grants, Subsidies & In-kind Services Program.

The Teacher's Curling Bonspiel for \$250 towards their annual funspiel. There will be approximately 40 teams taking part during the weekend of January 25 – 27, 2013.

Multiplex Update

The Multiplex Committee met with the consultant, Ron Fougere Associated Ltd, who was selected to do the Multiplex Feasibility Study. The firm advised that they are currently working towards signing a PCA on this project and work will commence after this is achieved.

Community Centre Dressing Room Policy

The Director advised that he will be implementing a Dressing Room Policy for the Gander Community Centre. This policy is needed to help the staff enforce regulations such as the amount of time groups have to vacate the room after their ice session is over. Once completed, all user groups will be sent a copy of this policy.

Cobb's Pond Rotary Park Programming

The Committee discussed the capital expenses with regard to equipment that is needed for Cobb's Pond Rotary Park. The consultant provided a list of this equipment and its costs. These costs were not included in the original budget but will be covered under phase 2 of the project.

The Gander Rotary Club would also like to have a Partnership Pavilion Project at the Park. The Consultant provided a figure of \$3,000.00 for this project. The Committee would like to have this amount added to the overall budget and is referring this to the Finance Committee for their consideration.

C. Economic & Social Development Committee:

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

The Economic Development Committee meeting was held on December 12, 2012. The meeting was chaired by Z. Tucker, Deputy Mayor. Other members present included: G. Parrott, Councillor; D. Blundon, Councillor; D. Chafe, Development Director; A. Crummey, Development Officer.

The following items were discussed:

Naming of Town Owned Parking Lots

At its previous meeting, the Committee recommended assigning names to town owned parking lots. Unfortunately a name for the Town's parking lot located in front of Subway on Airport Boulevard was missed. A name will be chosen at the first meeting in the new year.

Landscaping Policy

The Committee had a detailed discussion on the current development regulations, in particular the regulations dealing with landscaping of commercial properties. Staff is currently developing a new set of regulations for commercial landscaping.

The Committee has requested to have separate guidelines for businesses located in Industrial zones. Staff will investigate how other communities regulate landscaping in industrial locations and present a draft of the new regulations to the Committee at the next meeting.

New Street Names

The Committee reviewed a list of names of distinguished aviators which are being recommended for the naming of new streets. All names have been reviewed and endorsed by both Gander Fire Rescue and the North Atlantic Aviation Museum.

Motion #12-285

New Street Names

Moved by Deputy Mayor Tucker and seconded by Councillor Blundon that the following to be added the pool of names available for street naming:

- Boeing
- Boyington
- Branson
- Cessna
- Doolittle
- Fossett
- Hughes
- May
- Ride
- Sopwith

In Favour: 7 Opposing: 0

Decision: Motion carried.

New Businesses

The Committee is very pleased to report that since January 2001 a total of 314 new businesses opened their doors in the Town of Gander. 197 of these were storefront operations and the other 117 were home based businesses. Of these, over 200 remain in business today.

In 2012 there has been 31 new businesses opened, 18 of which are storefront. This is the highest number of new business openings since 2003 when 44 new businesses opened.

Christmas Market

The Committee was pleased with the success of the town's first Christmas Market on November 30 and December 1. Staff reported that despite the cold weather and some electrical problems, the Christmas Market was well received by the public and the vendors. Experience and feedback from this year's event will be taken into consideration when planning the next market.

The Committee would like to take this opportunity to thank all the vendors for their participation and the many visitors who braved the weather to take part in this inaugural event. The Committee would also like to express their gratitude to the many town employees who went above and beyond to make this event a success.

Councillor Blundon left the meeting due to conflict of interest.

Downtown Redevelopment

The Committee reviewed some preliminary plans to further beautify the downtown shopping area. It was felt staff should engage the assistance of the Civic Enhancement Committee and work with them to prepare a plan that would further enhance the downtown area. The Committee has requested a concentrated effort be made to enhance Airport Boulevard.

Councillor Blundon returned to the meeting.

D. Tourism Committee:

The Tourism Committee report was presented by Councillor Parrott.

The Tourism Committee meeting was held on December 11, 2012. The meeting was chaired by G. Parrott, Councillor. Other members present included: R. Anstey, Councillor; K. Sceviour, Special Events Coordinator.

The following items were discussed:

Destination Gander Memorandum of Understanding

A copy of the draft Memorandum of Understanding that was compiled in 2009 by the Town and Destination Gander was reviewed. The Committee would like to have more time to review the document so they can make suggestions for improvement. It was agreed that the Committee will get together with the Event Coordinator in January to discuss their suggestions; and once this is complete, a draft copy will be brought to Council for their review.

Light Up for Christmas

The dates for the judging of the Town's Light Up for Christmas Program are December 19th and 20th. Residents are asked to have their properties ready for the judging which will take place after 7:30 p.m. on these dates. The various winners will be announced at the first Council meeting in the New Year.

Town of Gander Tree Lighting Ceremony

The Committee would like to thank everyone who attended the 2012 Town Tree Lighting Ceremony. Despite the weather, it turned out to be a great night enjoyed by those who participated. Special thanks to Musica and The Chorus for their wonderful performances and the Evangel Pentecostal Church for serving hot chocolate.

Councillor Parrott wanted to thank Lenny Moss for throwing the switch.

Fishing Derby

Councillor Blundon stated that a private company wanted to do a fishing derby last year. He asked if there is something else Tourism can suggest adding to this event?

E. Municipal Works & Services Committee:

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

The Municipal Works & Services Committee was held on December 12, 2012. The meeting was chaired by R. Anstey, Councillor. Other members present included: G. Parrott, Councillor; D. Blundon, Councillor; J. Blackwood, Director of Municipal Works & Services; J. Turner, CAO; G. Regular, Supervisor, Technical Services.

The following items were discussed:

Corner Brook Pulp and Paper

The Committee met with representatives of Corner Brook Pulp and Paper regarding a recent decision of Council to refuse a permit for harvesting of any type within the Town of Gander Habitat Management for Wetland Stewardship area surrounding Whitman's Pond. The representatives from Corner Brook Pulp & Paper indicated that it was their opinion that they had followed all the requirements of both the Province and the Municipality and that this harvest block was clearly identified in their Five Year Plan that was presented to the Province for approval two years ago.

They felt that they had gone through all the necessary processes prior to the commencement of harvesting in early November. They met the processes for approval and had notified the Town of their intent to start harvesting. Through correspondence from the Director, Mr. Blackwood, to Corner Brook Pulp & Paper, they had misunderstood the contents of the email.

They indicated that to date there had been approximately 1.5 kilometers of road constructed in that area for the winter harvest of the black spruce which was of the utmost importance for the pulp production for the Mill for this coming winter. They had approximately \$ 10,000 invested in this road and wished to continue harvesting as planned.

After some discussion with the Committee, they are proposing to section out an area of this proposed harvest to the east or Northeast of Whitman's Pond which would be clearly identified in the mapping and exclude all other areas for harvest. In addition to this, they would provide the adequate buffer as indicated in the Wetland Stewardship Agreement surrounding Whitman's Pond.

In addition to this, all tributaries leading to and from the pond would have the necessary buffers to help protect the habitat as per the intent of the Stewardship Agreement. It was determined that Corner Brook Pulp & Paper does have the harvesting rights on the land in question within the Stewardship Agreement and that they were consulted and agreed during the process to be a Wetland Stewardship partner. The area of proposed cutting is contained within the Wetland Stewardship area and the management units, those that are critical to enhancement in the Whitman's area, are Marsh A and Marsh B and at the time of the agreement there were recorded two broods in Marsh A of Black Duck and the Common Loon and in Marsh B there were 8 broods, two Great Wing Teals and 6 Ring Neck Ducks.

The Committee feels that comprise suggested by Corner Brook Pulp & Paper, which excludes the Management Units from the areas to be harvested, will comply with the Wetland Stewardship Agreement and is in agreement with proposal.

Motion #12-286

Corner Brook Pulp and Paper

Moved by Councillor Anstey and seconded by Councillor Blundon approval of the Corner Brook Pulp and Paper 2012-13 winter harvest plan, as per the attached mapping.

Deputy Mayor Tucker questioned why so close to Town?

Councillor Anstey stated the road was put in prior to approval from the Town. He thought that this area should be left for future development as well and indicated that the area is currently being used to access cabins.

Councillor Scott stated that because it is mature timber it will all come down anyway if not cut. If we were to proceed with cutting replanting can begin sooner than later.

Deputy Mayor Tucker suggested that we should let nature take its course.

Councillor Parrott stated it is old growth and is not going to compost enough to be beneficial as by then new homes will be in that area.

In Favour: 3 Opposing: 4

Deputy Mayor Tucker, Councillor's Anstey, Blundon and Oram opposed.

Decision: Motion defeated.

Invoices

The Committee reviewed three 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.

Policies

The Committee reviewed the Town of Gander's Policies and Procedures for ***Weekend Snow clearing Duties for Foremen.***

There was a small wording adjustment. A copy is attached and the Committee recommends approval as presented for the first reading. If Council has any input or concerns, they must submit it by the next Committee meeting in January.

Civic Enhancement Committee

The Committee reviewed a letter from the Civic Enhancement Committee expressing their concerns with the attitude of some business property owners and developers who in their opinion were not abiding by the Town of Gander's Landscaping Regulations.

They encouraged Council to increase the Development deposit to help deter the disregard for regulations and stop the non-compliance of Town By-Laws. They recommended a holdback to ensure compliance of such by-laws as landscaping but in a sufficient amount so that it would also be a deterrent and also recommended that Council review their policy and improve deposits to ensure regulation compliance.

They added that for the last 10 years the Civic Enhancement Committee has initiated projects within the Town to improve the look of the community and they would like to applaud local business owners who do take care and have included landscaping work in their properties and they would also like to support the Town for addressing those who defy the law. They felt that orders on properties were an unnecessary step and if the proper deposits were held Council would not be required to take that type of action.

Limits of Service Agreement

The Engineering Department, in correspondence with Municipal Affairs, was advised that in order for the Town to avail of cost sharing with the province for capital works projects the municipality is required to update its Limits of Service Agreement adding any new infrastructure that has been constructed or acquired within the last 10 years, making sure that the database was current.

Motion #12-287

Limits of Service Agreement

Moved by Councillor Anstey and seconded by Councillor Blundon that the revised Limits of Service Agreement be submitted to Municipal Affairs for their approval.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Thomas Howe Parking Lot, Snow clearing

This request was forwarded from the Parks and Recreation Committee as they had a delegation from the Thomas Howe Demonstration Forest, attend their last Committee meeting.

They had raised concerns that individuals using the walking trails in the area during winter months were finding it difficult to get their vehicles off the Trans Canada Highway (TCH) to gain access to the park. They had asked the Municipal Works Department if we could, while in the area, plow their parking lot.

The Committee shares their concerns for safety for the users of the site; however it is recommending that it would continue with its current practice of providing assistance when time and resources permit and this parking lot not be added to a snow route. As always, the main priorities are for clearing streets, fire hydrants, and all emergency snow clearing requirements as well as de-icing and widening within the Town of Gander as priority one.

After a previous request for this service, the Town of Gander contacted the Department of Transportation and Works to see if they would consider adding it to their snow clearing operations, however a response back from the Province indicated that their resources did not permit and in addition they did not wish to take on a liability of ensuring the parking area was suitable for snow clearing and de-icing. They apologized for their inability to provide this service.

Airport Nordic Ski Club Trails

The Committee received correspondence from the Airport Nordic Ski Club indicating that they were seeking funding from the Province to help with the upgrade of some of the trails within the facility extending the season and enhancing the overall quality of the facility. As it was going to take some time for this process to be put in place and the funding to be secured, they are requesting from the Town, when time and resources permit, to assist in some upgrading to the highest priority trails.

The Committee is recommending that as time and resources permit, the Municipal Works Department assist with the upgrading of the trails at our discretion.

Water Reservoir Painting

The Water Reservoir Painting tender was awarded to the lowest bidder who has withdrawn the bid indicating that the tender validity period has expired. A legal opinion was sought which concurred with the bidders right to withdraw his bid.

On the recommendation of the Dept. of Municipal Affairs and the Town's consultant, Cecon Ltd., the Committee is recommending that the tender will awarded to the second lowest bidder, *Mount Pearl Painting Ltd.* at a tender price of \$ 577,430.00.

The Director of Municipal Works & Services stated that a letter from the second lowest bidder is on file to extend their validity period for 30 days.

Council stated that it had approved for the tender to be awarded to lowest bidder within the time period however Municipal Affairs was late in approving and giving the Town permission to award the tender. It was also noted that if it were to be retendered then council runs the risk of tenders being higher than the original bids.

Motion #12-288

Water Reservoir Painting – Rescind Motion #12-252

Moved by Councillor Anstey and seconded by Councillor Blundon that motion # 12-252 be rescinded.

In Favour: 6 Opposing: 1 – Councillor Oram

Decision: Motion carried.

Motion #12-289

Water Reservoir Painting – Mount Pearl Painting Ltd.

Moved by Councillor Anstey and seconded by Councillor Blundon that the tender for Reservoir Painting be awarded to *Mount Pearl Painting Ltd.* at a cost of \$ 577,430 HST inclusive.

In Favour: 6 Opposing: 1 – Councillor Oram

Decision: Motion carried.

Tenders

The Committee reviewed the results of the tender for the supply of the ATV Trail Upgrading. Three (3) tenders were received and the Director advises that the lowest of the tenders that met specifications was submitted by **ANW Construction**.

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

The Committee reviewed the results of the tender for the supply and Installation of chemical and equipment for influent pre-treatment. Only one (1) tender was received and the Director advises that that it met specifications and was submitted by Chem-Aqua Canada.

The Committee recommends that the tender be awarded to Chem-Aqua Canada and refers the Tender to the Finance Committee for its consideration.

The Committee reviewed the results of the tender for the sale of a 1997 D6 Caterpillar Dozer. Four (4) tenders were received and the Director advises that the highest of the tenders that met specifications was submitted by **McCurdy Construction**.

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

337 Gander Bay Road, Accessory Building

The Committee reviewed a request from the owner of 337 Gander Bay Road to erect an Accessory Building, at the discretion of Council, measuring 30 x40 feet or 1200 square feet on his property.

The Director advised that there were no issues or concerns and this lot was large enough to permit the accessory building as requested at the discretion of Council. The Committee agreed to grant permission to the owner and forwards this to Council for its consideration.

Motion #12-290**337 Gander Bay Road, Accessory Building**

Moved by Councillor Anstey and seconded by Councillor Blundon that Council grant permission to the owner of 337 Gander Bay Road to erect a building measuring 30 x 40 feet.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Councillor Oram left due to conflict of interest.

Design Standards for Streets and Subdivisions

The Committee reviewed proposed changes to the Town of Gander's Design Standards for Streets and Subdivisions as recommended by the Engineering Department and presents them for the first reading. The intent is to have these revisions presented for the first meeting, (as attached) distribute to the local developers and Consultants for their review. Following that a meeting will be arranged with all parties to discuss the implications of these changes then it will be brought forward for the second and final reading before adoption in the New Year for the start of the construction season.

If Council has any concerns or recommendations they must be submitted to the Engineering Department for the next Municipal Works Committee meeting in January.

A hard copy has been distributed to Council for review and Council is encouraging response from everyone prior to the start of the new construction period.

Councillor Oram returned to the meeting.

Process Guides updates

The Committee reviewed proposed updates for three different building process guides. The first was the Accessory Buildings, the second for Mandatory Inspections, and the third was for Fences. Some minor changes to these building process guides will bring them in line with current construction practices. The changes are being recommended by the Municipal Works Committee which is forwarding them to Council for their consideration and first reading, as attached.

F. Finance & Administration Committee:

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

The Finance & Administration Committee was held on December 13, 2012. The meeting was chaired by A. Scott, Councillor. Other members present included: R. Anstey, Councillor; G. Brown, Director of Finance; J. Turner, CAO.

The following items were discussed:

Deputy Mayor Tucker left the meeting.

Chamber of Commerce

A delegation from the Chamber of Commerce joined the meeting to discuss the upcoming municipal budget for 2013. They presented a list of questions which were discussed with the Committee. The representatives from the Chamber included Hazel Bishop, Don Farrell and Darrin Murray.

Invoices for ApprovalCAPITAL

- | | | |
|----|---|-----------|
| 1. | Worktech Inc.
01-000-0080-1872, Management software
Contract 164,132 spent to date zero | 74,438.75 |
|----|---|-----------|

AS RECOMMENDED BY THE PUBLIC SAFETY COMMITTEE DECEMBER 10, 2012

- | | | |
|----|---|-----------|
| 2. | Acklands Grainger
01-000-0080-1805, SCBA Packs-B-M7HD
Contract 91,776.24 Spent to date zero | 96,025.14 |
|----|---|-----------|

AS RECOMMENDED BY THE MUNICIPAL WORKS & SERVICES COMMITTEE DECEMBER 12, 2012

- | | | |
|----|---|-----------|
| 3. | Airways Contracting
01-000-0050-1899, Cemetery expansion (\$47,496.16 less 10%HB)
Contract 53,394.41 Spent to date zero | 42,746.54 |
| 4. | Redwood Construction Ltd.
Release of holdback re New Fire Station | 22,600.00 |

Total capital invoices for approval	\$235,810.43
Grand total of invoices for approval	\$235,810.43

The Committee reviewed the invoices that are being recommended by other Committees of Council and the Director of Finance advised that the invoices were within budget and has been purchased following all of the policies of the Town of Gander.

Motion #12-291**Invoices for Approval**

Moved by Councillor Scott and seconded by Councillor Anstey approval of the Capital invoices, as presented.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Deputy Mayor Tucker returned to the meeting.

Tender for the Sale of a 1997 D6 Dozer

The Finance Committee reviewed the tender results for the sale of the 1997 D6 Dozer which had previously been used at our landfill. Four bids were received on the item and the Committee is recommending that the Dozer be sold to the highest bidder.

Motion #12-292**Tender for the Sale of a 1997 D6 Dozer**

Moved by Councillor Scott and seconded by Councillor Anstey that the 1997 D6 Dozer be sold to McCurdy Construction Ltd. at a price of \$29,380 taxes included.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Tender for Installation of Influent Pre-Treatment

The Finance Committee reviewed the tender results for the Installation of Influent Pre-Treatment. The Director advised that the tender meets the Town's Capital Expenditures Policy and is recommending approval. One bid was received on the project.

Motion #12-293**Tender for Installation of Influent Pre-Treatment**

Moved by Councillor Scott and seconded by Councillor Anstey that the tender for Installation of Influent Pre-Treatment be awarded to Aqua Canada at a price of \$16,272 taxes included.

In Favour: 7 Opposing: 0

Decision: Motion carried.

The Director of Finance advised Council that this includes a one year supply of chemical.

Tender for ATV Trail Upgrading

The Finance Committee reviewed the tender results for the ATV Trail Upgrading. The Director advised that the tender meets the Town's Capital Expenditures Policy and is recommending approval. Three bids were received on the project.

Motion #12-294**Tender for ATV Trail Upgrading**

Moved by Councillor Scott and seconded by Councillor Parrott that the tender for the ATV Trail Upgrading be awarded to ANW Construction at a price of \$24,803.50 taxes included.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Tender for Supply of Full Size 4x4 Pickup

The Finance Committee reviewed the tender results for the supply of a Full Size 4x4 Pickup. The Director advised that the tender meets the Town's Capital Expenditures Policy and is recommending approval. Two bids were received on the item.

Motion #12-295**Tender for Supply of Full Size 4x4 Pickup**

Moved by Councillor Scott and seconded by Councillor Anstey that the tender for the supply of a Full Size 4x4 Pickup be awarded to Jim Penney Ltd. at a price of \$63,617.85 taxes included.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Disposal of Fire Safety House

The Fire Safety House has been condemned and is no longer of any use to the Fire Department. The Municipal Works Department is requesting that it be permitted to dismantle the house and use the trailer. If it is salvageable, the Finance Committee had no objections to this use of the Fire Safety House.

Property Tax Reduction

The Committee reviewed one residential tax reduction application which has 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 #12-296

Property Tax Reduction

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

In Favour: 7 Opposing: 0

Decision: Motion carried.

PILT Repayment Plan

The Committee reviewed an email from Andre Morin with Public Works and Government Services Canada regarding the \$500,000 payment that they made on the Airport Taxes for the years 2004 and 2005. As the courts have decided the value of the Airport Properties was \$1 for these two years and all appeals have exhausted the Federal Government is looking for the Town to repay this \$500,000 and they have offered to allow us to pay over a ten year time frame with interest being charged on the outstanding balance.

The Committee still has grave concerns with repaying the \$500,000 to the Federal Government. It does not feel that the Airport Authority should have been provided municipal services at no cost and the Committee is recommending that the Town write the Federal Minister expressing our concerns and requesting that they waive the repayment of the \$500,000.

PILT Dispute with Federal Government regarding DND Properties

The Committee reviewed a memo from the Director of Finance regarding the payment in lieu of taxes dispute with the Federal Government with regard to the properties on the Base. The Federal Government has offered to pay \$68,964.58 to settle this dispute, the total amount in dispute is \$269,471.77 over a three year period and the bulk of the difference relates to the Assessment Agency classifying Base properties as Special Purpose. The Federal Government does not agree with this classification and is not prepared to pay PILT on the figures provided by the agency. The Federal Government has already paid \$250,000 per year for each of the three years in dispute.

Consultations have been made with the Municipal Assessment Agency and with Public Works Government Services Canada and based on the information received Management is recommending that the Town accept the offer from the Federal Government.

Motion #12-297

PILT Dispute with Federal Government regarding DND Properties

Moved by Councillor Scott and seconded by Councillor Anstey that the Town accept the Federal Government's settlement offer with regard to PILT payments on properties at the Base.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Municipal Assessment Agency

The CAO advised he had concerns with the fees being charged by the Municipal Assessment Agency given that they have a \$2 million surplus on their books. It was agreed to write the Assessment Agency regarding the rate being charged and how it could be justified if they have a surplus.

G. Other

The Waste Water Steering Committee report was presented by Councillor Scott.

The Waste Water Steering Committee was held on December 13, 2012. The meeting was chaired by A. Scott, Councillor. Other members present included: C. Elliott, Mayor; D. Blundon, Councillor; W. Manual, BAE Newplan; F. Huxter, Dept. of Municipal Affairs; C. Mercer, Dept. of Municipal Affairs; T. Barron, Supervisor of Water and Sewer Dept.; J. Blackwood, Director of Municipal Works & Services; J. Turner, CAO.

The following items were discussed:

The meeting was called to order at 11:00 am with introductions of new attendees. The minutes from the last meeting were reviewed and the Director gave an overview of the issues facing the Committee.

Maintenance

The Committee discussed the ongoing maintenance of the current Magee Road STP that is being carried out under the recommendation of BAE Newplan Group, the processes carried out and how it is being monitored.

BAE Newplan

The Consultant reviewed the proposed long term solution for Waste Water Treatment. He recommended locations and an approximate foot print of a proposed plant, which would be dependant on the technology selected from the RFP process. It is the recommendation of the Committee that at the consultant would investigate the possibility to locate the proposed Waste Water Treatment plant in the area of the old dumpsite on Gander Bay Road.

A survey of the existing facility on Gander Bay Road will be forwarded to the Consultants with a legal plan description so that further work can be done. The next step in the process is to get environmental registration for the project and some possible geo technical testing will be discussed between the Town and the Consultants.

The consultant also agreed to provide the Committee with an RFP for the selection of the technology that could be considered for the short term and commence the process for the selection of the technology that would be used in the long term solution.

The Provincial representative recommended that this information on the short term solutions be emailed to him directly as time was of the essence and he indicated that he would do whatever he could to expedite the process.

6. ADMINISTRATION

None.

7. CORRESPONDENCE

None.

Councillor Scott left due to conflict of interest.

8. NEW BUSINESS

Central Newfoundland Waste Management Invoices

OPERATING

AS RECOMMENDED BY THE MUNICIPAL WORKS & SERVICES COMMITTEE DECEMBER 12, 2012

- | | |
|---|-----------|
| 1. Central Newfoundland Waste Management | 36,326.96 |
| 00-430-1000-7007, wet/dry unsorted garbage Nov 1-30th, 2012 | |
| Re: invoice numbers 7111 & 7112 | |
| Budget 330,000 Spent to date 274,375.19 | |
| 2. Central Newfoundland Waste Management | 22,800.00 |
| 00-430-1000-7008, <i>collection fees</i> for November month | |
| Invoice # 7197 | |
| Budget 250,800 Spent to date 47,553.14 | |

TOTAL OPERATING INVOICES	59,126.96
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The Committee reviewed the invoices that are being recommended by other Committees of Council and the Director of Finance advised that the invoices were within budget and has been purchased following all of the policies of the Town of Gander.

Motion #12-298

Central Newfoundland Waste Management Invoices

Moved by Councillor Anstey and seconded by Deputy Mayor Tucker approval of the Operating invoices, as presented.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Councillor Scott returned to the meeting.

2013 Budget

Councillor Scott presented the 2013 Annual Operating and Capital Budget.

Motion #12-299**2013 Tax Rates and Fees**

Moved by Councillor Scott and seconded by Deputy Mayor Tucker approval of the various 2013 Tax Rates and Fees which have been established within this Budget.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Motion #12-300**2013 Due Date for Payment on Taxes**

Moved by Councillor Scott and seconded by Councillor Anstey that March 31, 2013 will be established as the due date for payment of all taxes.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Motion #12-301**Arrears after Due Date for Payment on Taxes**

Moved by Councillor Scott and seconded by Deputy Mayor Tucker that all taxes that are in arrears after March 31, 2013, will be charged a simple interest rate of 12% per annum and will be charged at the end of the month. For those property owners who elect to pay their property tax monthly by post-dated cheque or pre-authorized bank payment, the due date is the last banking day of the month in which the tax is payable and will be considered overdue if unpaid after the end of the month and the simple interest rate will be set at 12% per annum. All other invoices, including those issued because of supplementary assessments, are due 30 days from the date of issue and all invoices in arrears at the end of the month following the issuance will be subject to simple interest charges of 12% per annum.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Motion #12-302

2013 Operating and Capital Budget

Moved by Councillor Scott and seconded by Councillor Parrott adoption of the 2013 Operating and Capital Budgets as presented.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Council wanted to wish Management, Staff and the Media a very Merry Christmas.

9. ADJOURNMENT

Motion #12-303

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: 7 Opposing: 0

Decision: Motion carried.

The meeting adjourned at 6:00pm.

C. Elliott, Mayor

G. Brown, Town Clerk