

MINUTES

Regular Meeting of Council Wednesday, March 23, 2016 @ 4:30 pm Council Chambers

Present:	C. Abbott B. Dove G. Parrott S. McBreaity W. Lorenzen	Deputy Mayor Councillor Councillor Councillor Councillor
Advisory and Resource:	G. Brown J. Blackwood N. Newell S. Burbridge R. Locke P. Fudge S. Fisher E. Laite	Town Clerk Director of Engineering Director of Recreation & Community Services Director of Municipal Works Director of Development Fire Chief Deputy Municipal Clerk Youth Representative
Regrets:	C. Elliott R. Anstey	Mayor Councillor

1. CALL TO ORDER

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

2. VISITORS/PRESENTATIONS

Purple Day for Epilepsy Proclamation

The Deputy Mayor proclaimed March 26, 2016 as Purple Day for Epilepsy in the Town of Gander.

3. MINUTES FOR APPROVAL

Motion #16-046

Minutes for Approval

Moved by Councillor Parrott and seconded by Councillor Dove that the Minutes from the Regular Meeting of Council on March 2, 2016 be adopted as presented.

In Favour: 5 Opposing: 0

Decision Motion carried.

4. BUSINESS ARISING FROM PREVIOUS MINUTES

None.

5. REPORTS – STANDING COMMITTEES:

A. Recreation & Community Living:

The Recreation & Community Living report was presented by Councillor Lorenzen.

The Recreation & Community Living meeting was held on March 16, 2016. The meeting was chaired by W. Lorenzen, Councillor. Other members present included: B. Dove, Councillor; R. Anstey, Councillor; N. Newell, Director of Recreation & Community Services; G. Regular, Supervisor of Engineering

The following items were discussed:

Open Space in Future Subdivisions

The Director explained that the Department along with Engineering has been working to identify current playgrounds, green spaces and neighbourhood parks within Gander. A recommendation in the Recreation Master Plan was to have a better implementation for parks, open spaces and trails in new developments. Mr. Regular explained that the Town requires developers provide a minimum of 10% open space in each new residential development. Land classified as open space recreation may be grouped according to a hierarchy of park types such as neighbourhood parks, community parks and regional parks. Currently there is no specific means to control what land gets dedicated for parks and open space. Trails are generally located at the end of cul-de-sacs and in other obvious areas.

Several areas in town have been identified as being outside of the park guidelines as indicated in the Municipal Plan. To ensure adequate neighbourhood parks, open spaces and trails are planned and provided in all new residential subdivisions, Council would need to decide if they require the implementation of a regulation pertaining to the specific guidelines for park areas. The Committee has agreed to have this item discussed at the next Management Meeting and a recommendation will be brought forward at the next Recreation & Community Living Committee meeting.

G. Regular left the Committee meeting.

Helmet Policy

The Director of Recreation and Community Services e-mailed the first draft of the policy to various user groups of the Community Centre as requested by the Committee. There were no major issues received back from the groups; therefore, the Committee is suggesting that the policy be implemented as attached.

The Committee is presenting the Helmet Policy to Council for its first reading.

Grants, Subsidies & In-kind Services Policy

The Director notified the Committee of a proposed change to the Policy. As a result of adopting the new Community Partnership Fund Policy, the section in the Grants, Subsidies & In-kind Services Policy called “Annual Grants to Affiliated Groups” is being removed.

The Committee is presenting the Grants, Subsidies & In-kind Services Policy to Council for its first reading.

Recreation, Parks & Open Spaces Bylaw

The Director presented the Committee with some proposed changes to the Parks and Green Space Regulations. The Committee made some suggestions and the Director advised that the recommended changes will be made to the bylaw and presented for the first reading at the next meeting.

Parking at Cobb’s Pond

The Public Safety and Human Resources Committee referred a concern from the weekend of March 12th regarding illegal parking on the side of Magee Road at Cobb’s Pond Rotary Park. The Committee would like to see event organizers provide their own traffic attendants, under the direction of Municipal Enforcement. After much discussion, the Committee does not feel this is the safest solution. Event organizers may not be aware of the rules and regulations of parking bylaws. Generally, the Recreation & Community Services Department will forward requests of parking to Municipal Enforcement so they can arrange to have a MEO working during specific events, if possible.

Upcoming events

- Mar 26: Silver Jets Skating Club Ice Show
- Mar 28 – 30: Steele Hotels Provincial Midget A Hockey Tournament
- Mar 31 – Apr 2: Steele Hotels Provincial Bantam Mega Hockey Tournament

B. Development, Tourism & Culture Committee:

The Development, Tourism & Culture Committee report was presented by Councillor McBreairty.

The Development, Tourism & Culture Committee was held on March 15, 2016. The meeting was chaired by S. McBreairty, Councillor. Other members present included: W. Lorenzen, Councillor; R. Anstey, Councillor; C. Elliott, Mayor; C. Abbott, Deputy Mayor; B. Dove, Councillor; G. Parrott, Councillor; D. Quinton, Economic Development Officer.

Delegation: A.M. Vaughn, President, College of North Atlantic (CNA)
R. Walters, VP of Industry and Community Engagement, CNA
F. O'Brien, Local Administrator, CNA

The following items were discussed:

Delegation – College of the North Atlantic (CNA)

The Chair welcomed the delegation from CNA and thanked the group for meeting with them.

The delegation answered questions regarding local college programing and student participation rates as well as future training and partnership opportunities for the Gander Campus.

It was noted that CNA Gander campus currently has 127 registered students with 189 new applications on file. The delegation advised that the Aircraft Maintenance Engineering (AME) program and the Automotive Service Technician (AST) program received the most interest with more applicants than available program seats.

The delegation indicated that CNA is moving towards creating “Centres of Excellence” at their various campuses based on current campus/regional strengths.

For CNA Gander campus, they see expansion potential within the current AME program with opportunity to offer other associated aerospace training and certification. Opportunities may also exist to engage in applied research and public industry partnerships.

The delegation advised that CNA is prepared to complete a Labour Market Assessment for the aerospace industry to determine where future training opportunities exist. They also indicated that the college is currently at capacity for the AME program and that future opportunities will require additional infrastructure attainable only through community partnerships with the college.

The CNA delegation left the Committee meeting at 2:00 pm.

The Deputy Mayor and Councillors Dove and Parrott left the Committee meeting at 2:00 pm.

The Committee has directed staff to follow up with CNA to determine a time line for the 'Labour Market Assessment' and to offer any assistance required.

HBB Application – 18 Memorial Drive

The Committee reviewed an application from the resident of 18 Memorial Drive.

WHEREAS an application has been received from "KLR Contracting" to operate a mobile landscaping/sub compact tractor service.

AND WHEREAS the advertising and discretionary use notices were posted with no objections received by the deadline date of March 15th, 2016 and it meets all of the Town of Gander's Development Regulations.

Motion #16-047

HBB Application – 18 Memorial Drive

Moved by Councillor McBreairty and seconded by Councillor Dove that "KLR Contracting" be permitted to operate a mobile landscaping/sub compact tractor service from 18 Memorial Drive.

In Favour: 5 Opposing: 0

Decision: Motion carried.

C. Governance & Community Engagement:

The Governance & Community Engagement Committee report was presented by Councillor McBreairty.

The Governance & Community Engagement Committee meeting was held on March 15, 2016. The meeting was chaired by C. Abbott, Deputy Mayor. Other members present included: W. Lorenzen, Councillor; S. McBreairty, Councillor; D. Chafe, CAO.

The following items were discussed:

Review of Previous Minutes

The Committee reviewed and discussed the Minutes of its previous meeting. No changes were required.

Budget Interaction Software

At its previous meeting the Committee asked staff to review Citizen Budget, which is a piece of interactive budgeting software that will afford residents the opportunity to see the cost of existing and new programs and services and the challenges of developing a balanced budget.

While Management feels that this program would not be suitable for the Town, the Committee has asked that staff to contact the vendor and arrange for an official demonstration of the product before making a final decision on its purchase and implementation.

Collection of Commercial Tax Arrears

The CAO informed the Committee that the Finance Department is in the process of taking aggressive measures to collect commercial tax arrears. There is approximately \$2.2M in outstanding commercial tax arrears as of December 31, 2015. In the last two months we have collected close to one million of this amount. Council will now be proceeding with legal measures including tax sales to recover the remaining monies owed.

2016 Strategic Priorities

The Committee was advised that Management has reviewed Council's 2016 strategic priorities and assigned each priority to the appropriate department or staff person.

Amendment of Preparing New or Amending Existing Policy

The Committee reviewed proposed changes to the policy on Preparing New or Amending Existing Policies. The new changes would require that all new policies or changes to existing ones would be vetted through Management at least twice.

The Committee agrees with the recommended amendment and presents it to Council for its first reading.

Gander and Area Chamber of Commerce Request

The Gander and Area Chamber of Commerce has requested a meeting to discuss concerns their membership has over the 2016 budget. The Committee has agreed to meet and discuss the budget and decision making processes. Staff will contact the Chamber to make the necessary arrangements.

FFAW/UNIFOR

The Committee reviewed correspondence from the FFAW/UNIFOR in which they provided an update on its “Rural Works” initiative. The update touched four specific components of the initiative; the New Cod Fishery, the Allocation of Northern Shrimp, the Fisheries Advisory Council and Cod Revitalization plan and the Fish Market Council.

As a regional service centre, Gander’s success is intricately tied to the success of our neighbouring communities. The issues being addressed as a part of the Rural Works initiative are relevant and important to us and are fully supported by Council.

Councillor Training

The Department of Municipal Affairs advised that they will be offering a number of training and professional development opportunities this year for elected officials and municipal administrators. Some of the training programs they will be offering include public tendering, conflict of interest, conducting meetings, land use planning and municipal budgeting.

The Committee believes that Council would benefit from some of these sessions and should participate if the related costs can be accommodated within the budget. This item will be forwarded to Council for further consideration.

D. Engineering, Planning & Controls:

The Engineering, Planning & Controls Committee report was presented by Councillor Parrott.

The Engineering, Planning & Controls Committee meeting was held on March 16, 2016. The meeting was chaired by G. Parrott, Councillor. Other members present included: C. Abbott, Deputy Mayor; S. McBreairty, Councillor; J. Blackwood, Director of Engineering; J. Hillier, Administrative Assistant.

The following items were discussed:

The Previous Minutes were reviewed and approved as presented.

Accessory Building Regulations

The Committee had a discussion regarding the Town of Gander’s Accessory Building Regulations for non-residential properties. The Committee feels that this policy needs to be revisited however, realizes that Council has previously agreed to only allow revisions to the Town’s regulations once annually.

The Committee is not requesting to rescind the motion at this time, and recommends adhering to the current policy until a decision has been made as to whether or not revisions are warranted for non-residential properties.

The Committee has asked the Director of Engineering to investigate other municipalities regarding accessory building regulations and to discuss possible revisions to this policy with the Engineering Department and bring the issue forward to the next Engineering Committee meeting.

99 Memorial Drive

The Committee discussed re-zoning a portion of 99 Memorial Drive for the purpose of extending the existing tennis courts.

Motion #16-048

99 Memorial Drive

Moved by Councillor Parrott and seconded by Councillor McBreairty that the Engineering Department be given permission to proceed with an amendment process of our Municipal Plan and our Development Regulations to re-zone a portion of the existing property at 99 Memorial Drive.

In Favour: 5 Opposing: 0

Decision: Motion carried.

The property currently has a **Residential Medium Density (RMD)** land designation and it is Council's wish to rezone approximately 3.7 metres of the west side of the property to **Open Space Recreation (OSR)** to accommodate an extension for the Gander Tennis Association. The proposal is shown on the attached drawing.

A second part of this amendment is a change to the current Town of Gander Development Regulations to accommodate Community Gardens with restrictions in certain zones.

Corner Brook Pulp and Paper Request

The Director advised the Committee that he had recently met with a representative from Corner Brook Pulp and Paper Limited to discuss their proposed harvesting plans near Whitman's Pond and Twin Pond's within the municipal Boundary of the Town of Gander. The areas are situated within the Rural zone of the Town Plan and forestry is permitted. Additionally the Whitman's Pond proposed harvest area is located within the Wetland Stewardship agreement.

The Committee is recommending that before any approval can be granted, they are requesting Corner Brook Pulp and Paper make an application for the proposed harvesting.

The Committee also suggested the possibility of holding a public forum in which Corner Brook Pulp and Paper Ltd. could present to the public their proposed scope of work considering this area is located in the Wetland Stewardship Zone and that this is carried out in conjunction with Provincial representatives responsible for Wetlands.

Variance Notice – Peterson Drive

The Town is considering restructuring the Elizabeth/Edinburgh/Peterson intersection and reconfiguring Peterson Drive into a cul-de-sac. It is noted that the Town of Gander's Design Standards limits the maximum length for a cul-de-sac to 200 meters therefore; the Engineering Department is requesting a variance approval in order to proceed with the restructuring.

The Director advised the Committee that letters have been recently sent to property owners in that area that would be directly affected by the proposed reconstruction. The letter advised should anyone have any objections to the restructuring to make representation in writing to the Engineering Department.

One objection had been received from a resident in that area indicating their concerns for the proposed cul-de-sac as they felt that it could negatively impact their property.

The Committee had a discussion and is recommending the Director of Engineering contact the resident to discuss the restructuring and provide possible solutions to their concerns.

Motion #16-049

Variance Notice – Peterson Drive

Moved by Councillor Parrott and seconded by Councillor Dove variance approval to proceed with reconfiguring Peterson Drive into a cul-de-sac.

In Favour: 4 Opposing: 1 – Councillor Lorenzen

Decision: Motion carried.

Signage Position – Mr. T's Ultramar

The Director of Engineering advised the Committee that his department has received a request from a local business owner to place signage on Town of Gander Property.

The Committee reviewed a copy of the site plan, as well as, an image indicating the proposed location showing how it would appear upon completion.

The Committee is in agreement with the request however, it must be contingent on the sign being removed should the Town of Gander develop a need for the large Cooper Boulevard right of way in the future and there is a minor location adjustment required to bring the sign in alignment with adjacent properties. The Director advised that an agreement indicating the exact location and terms or placement will be signed with the applicant prior to installation.

Motion #16-050**Signage Position – Mr. T's Ultramar**

Moved by Councillor Parrott and seconded by Councillor Lorenzen approval for the request to place a sign on the Town of Gander's property adjacent to 10 Catalina Drive.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Re-zoning Request – 58 McCurdy Drive

The Committee reviewed correspondence from the property owner of 56 McCurdy Drive requesting to re-zone the area of 58 McCurdy Drive from Commercial General to Industrial General. As it currently stands, the land of 56 McCurdy Drive is zoned Industrial General and the property owner feels that re-zoning 58 McCurdy Drive to Industrial General will be more in keeping with its present and future intended use.

The property owner indicated that the existing building on 58 McCurdy Drive has deteriorated and foundation repairs would not be feasible at this time, therefore are intending to remove the existing structure and replace it with a new structure.

The Committee is in agreement with this request and is recommending the Engineering Department proceed with the Municipal Plan Amendment and notify the property owner of Council's decision.

Motion #16-051**Re-zoning Request – 58 McCurdy Drive**

Moved by Councillor Parrott and seconded by Councillor McBrearity that the Engineering Department be given permission to proceed with an amendment of our Municipal Plan and our Development Regulations to re-zone the parcel of land at 58 McCurdy Drive.

In Favour: 5 Opposing: 0

Decision: Motion carried.

The site of the former Viscount restaurant is currently zoned **Commercial General (CG)** and it is the current owner's wish to re-zone the property to **Industrial General (IG)** zone, as per the attached drawing.

Correspondence - Hickman Nissan/Central Office Equipment

Council had recently contacted local business owners that could potentially be affected by proposed infrastructure upgrading to be carried out in the 2016 construction season on the East end of Airport Boulevard. The letter, as attached outlined the proposed scope of work. It was Council's intention, in keeping with the Town's landscaping policy to add landscaping at the back of the curb in specific areas which was to be solely contained on Town owned property.

The Committee reviewed correspondence from two local businesses regarding the proposed upgrading and their concerns with the potential negative impact they feel it would have on their respective properties. They have requested that, Council reconsider their decision and reduce or eliminate from the plans completely the landscaping in front of their properties and indicated that they would be willing to work with Council on alternative solutions for landscaping in that area.

The Committee recommends forwarding this request to the Civic Enhancement Committee for their review and possible recommendations.

2016 Strategic Priorities

The Director of Engineering advised the Committee that this item was brought forward from Management for information purposes to update Council on the Engineering Department's role in achieving goals for the 2016 Strategic Priorities.

The Director gave an update on the status of the New Wastewater Treatment Facility stating that the Town is currently waiting for funding approval from the Government. Geotechnical studies have been completed and our consultants, CBCL, are in the process of completing the Request for Proposals.

The Director also informed the Committee that his department is working with the Recreation Department to draft a conceptual plan for a second ice surface as well as, non-ice related recreation.

Little Cobb's Pond Request for Proposal (RFP)

The Committee discussed plans to put out a request for proposals to develop a portion of land near Little Cobb's Pond for affordable residential development. The Director advised that his department would be working closely with the Development department to have this document ready to go out for bids this summer.

The intent is to allow the successful bidder time within this construction season to begin field work and to begin the design over the winter in the hopes that the project would be in a position to break ground early in the 2017 construction season.

E. Public Works & Services:

The Public Works & Services Committee report was presented by Councillor Dove.

The Public Works & Services Committee was held on March 15, 2016. The meeting was chaired by R. Anstey, Councillor. Other members present included: B. Dove, Councillor; G. Parrott, Councillor; P. Fudge, Fire Chief; D. Moulton, Supervisor of Public Works; W. Jenkins, Municipal Officer in Charge; L. Small, Administrative Assistant.

The following items were discussed:

Review of Previous Minutes

The previous minutes were reviewed and approved as presented.

Busy Bee Cabs

At its previous meeting, the Committee presented the first reading for amendments to the Taxi and Limousine Regulations; there was no correspondence or objections received and it is now presented for its second and final reading.

Motion #16-052

Busy Bee Cabs

The Committee recommends and I move that the following changes be made to the Taxi and Limousine Regulations:

1. Zone 1 to be divided into two sections, one section remaining at the present rate of \$6.00 and the other section having a rate of \$8.00.
2. The Present Zone 2 to increase rate from \$8.00 to \$10.00.
3. Re-word the wait time policy to reflect that the "Waiting Time" rate is \$25. 00 per hour. Stops less than 3 minutes are \$1.00 and \$2.00 for every 5 minutes after that.
4. Return trips that double back have a charge of a fare and one half.

In Favour: 5 Opposing: 0

Decision: Motion carried.

The Town Clerk left the Council meeting.

Invoices for Approval

The Committee reviewed one invoice from Central NL Waste Management for waste collection services and tipping fees. The Supervisor of Municipal Works advised that all goods and services have been received and meet the Town's specifications.

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

Clean up Week

The Committee would like to inform residents that it has approved May 9-20th inclusive, for spring clean-up weeks. Guidelines for the clean-up week event will be placed on the town of Gander's Website, Facebook Page, the Beacon, and Rogers Cable. Inquiries can also be made by calling the Public Works Depot at 651-5960 or 651-5938.

Parking at Cobbs Pond

During an event recently held at Cobbs Pond Park, it was noted that illegal parking had taken place on Magee Road. The Committee would like to see this avoided during future events by requesting that organizers provide their own traffic attendants, under the direction of Municipal Enforcement.

The Town will provide the barriers but the organizers will need to provide manpower to go with them to ensure that no traffic goes through if the street is closed, no parking in unauthorized areas and assist with handicap parking directions etc.

This item is referred to the Recreation Department for its input and recommendations.

School Council Meetings

The Committee received correspondence from Gander Academy Council requesting that the Town attend their monthly meetings to discuss a variety of items they would like to address.

Councillor Anstey and the MEO in Charge will attend to address the agenda items and the school will be contacted to make the necessary arrangements.

The Town Clerk returned to the Council meeting.

Garbage Regulation – Section 7

At a previous meeting, the Committee presented a proposed change to Garbage Regulation Section 7 for the first reading; there was no correspondence or objections received and it is now presented for its second and final reading.

Motion #16-053

Garbage Regulation – Section 7

Moved by Councillor Dove and seconded by Councillor Parrott that the Town of Gander Garbage Regulation Section 7 be revised to as follows:

“All non-residential (private collection) garbage containers/receptacles shall be placed no less than 25 feet from any building structure.”

In Favour: 5 Opposing: 0

Decision: Motion carried.

Chloramines Study

The Water Quality Sub Committee has provided an engineering report from DMG Consulting Ltd.

The report referenced the potential change from Chlorine to Chloramines as the method of secondary disinfection in the Town of Gander water distribution system. This change is being investigated because of the difficulty in keeping adequate levels of Chlorine in the far ends of the water system.

The Supervisor of Municipal Works reviewed the Chloramines Study results with the Committee. This included a World Health Organizations Report and a list of Canadian towns and cities that currently use the product. A pilot project used this method for 12 weeks in 2015 and was successful in lowering disinfectant byproducts such as THM's and HAA's. It also increased the disinfectant residual at extremities of the distribution network.

This method would eliminate the need for one or more Chlorine Booster Stations that would be required if the Town continues with Chlorine disinfection. This will provide substantial savings of approximately \$300,000.00 per Booster Station. The cost of the Chloramines Injection System is \$ 100,000 and the operating costs of the two different methods are about the same.

Motion #16-054
Chloramines Study

Moved by Councillor Dove and seconded by Councillor Parrott that the Town Change its water disinfection system from Chlorine to Chloramines.

In Favour: 4 Opposing: 1 – Councillor McBreairty

Decision: Motion carried.

F. Finance & Administration:

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

The Finance & Administration Committee was held on March 17, 2016. The meeting was chaired by B. Dove, Councillor. Other members present included: G. Parrott, Councillor; C. Abbott, Deputy Mayor; G. Brown, Director of Finance; S. Fisher, HR Supervisor.

The following items were discussed:

Public Works Management Positions

Over the past few months, staff have been reviewing the Management structure of the Public Works Department as a result of bringing on a new Director, Mr. Stephen Burbridge. He is recommending that the Supervisor of Municipal Works position be changed to a Special Projects Coordinator and that two of the Forepersons be changed to Supervisor of Public Works and Supervisor of Infrastructure & Planning, respectively. The Infrastructure & Planning change was done on a trial basis in 2015 and it worked extremely well. The total cost of the change is approximately \$8,500 which was budgeted in the 2016 budget.

Motion #16-055
Public Works Management Positions

Moved by Councillor Dove and seconded by Councillor Parrott that Council adopt the revised salary scale for Public Works Management, as attached.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Ms. Fisher left the Committee meeting.

Invoices for ApprovalOperating

- | | |
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| 1. Diamond Municipal Solutions | 44,901.74 |
| 00-120-1000-7010, Annual maintenance renewal | |
| (Note credit received for \$12,686.97 net cost of renewal \$32,214.77) | |
| Budget 71,000 | Spent to date 28,658 |
| | |
| 2. Workplace, Health, Safety & Compensation Commission | 110,564.03 |
| Various accounts, 2016 Assessment fees | |
| Budget 115,700 | Spent to date zero |

AS RECOMMENDED BY THE PUBLIC WORKS & SERVICES COMMITTEE MARCH 15, 2016

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| 3. Central Newfoundland Waste Management | 27,297.24 |
| 00-430-1000-7007 total tipping fees February 2016 | |
| Budget 347,900 | Spent to date 27,959 |
| | |
| 4. Central Newfoundland Waste Management | 25,654.87 |
| 00-430-1000-7008, Curbside Collections monthly fee | |
| Budget 301,800 | Spent to date 25,655 |

Total operating invoices for approval	<u>\$208,417.88</u>
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The Director of Finance advised that the invoices met the policies of the Town of Gander.

Motion #16-056**Invoices for Approval**

Moved by Councillor Dove and seconded by Councillor Lorenzen that the invoices be paid as presented.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Town Owned Parking Lot Refunds

As Council is aware it lost its case with regard to its charging of maintenance costs for the parking lots. As a result, it has obtained legal advice on what should be done with the payments that had been made over the years and is offering refunds to those who paid. The total amount being offered is \$584,000 and letters have gone out over the last couple of weeks to each of the businesses concerned.

Property Tax Reductions

The Committee reviewed three residential tax reduction applications which were submitted in accordance with Council's policy on tax reductions for residential property.

Motion #16-057

Property Tax Reductions

Moved by Councillor Dove and seconded by Councillor McBreaity that the three property tax reductions be approved as attached.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Strategic Plan

Council has reviewed its Strategic Plan and has come up with its revised priorities for 2016. From the Finance perspective, the Committee will be involved in the development of an internal communications plan, as well as tax collections and a review of the business tax classification system.

6. ADMINISTRATION

None.

7. CORRESPONDENCE

None.

8. NEW BUSINESS

Change Order – Waste Water Treatment Plant Test Pits

The Town has contracted with MHPM to dig test pits in the vicinity of Whitman's Pond. These pits are being dug to evaluate the site to see if it would be acceptable for the proposed new Wastewater Treatment Plant. When they completed their initial scope of work it was found that the water table was high in some areas and the consultant is recommending that an additional 22 test pits be dug east of the ones that are already done.

Motion #16-058

Change Order – Waste Water Treatment Plant Test Pits

Moved by Councillor Lorenzen and seconded by Councillor Parrott that the Town authorize a Change Order from MHPM to dig an additional 22 test pits at a cost of \$5,500.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Heritage Committee Update

Councillor Lorenzen gave an update on the Heritage Committee activities.

Hospitality NL Conference

Councillor Lorenzen attended the Hospitality Newfoundland Conference in St. John's on behalf of the Town. They expect an excellent tourism year this year largely because of the strong American dollar.

New Sewer Treatment Plant

The New Sewage Treatment Plant project is currently in a holding pattern awaiting notice of funding approval from our Provincial and Federal funding partners. In an effort to ensure that this project is shovel ready once funding is approved, Council has been actively moving forward on several fronts.

Approval has been attained from Crown Lands for the completion of a geotechnical investigation in the vicinity of the proposed location for the New Sewage Treatment Plant. Conceptual approval has been granted by the various property owners for purchase or lease of the selected site if the results prove favourable. The draft geotechnical report indicated some unsuitable conditions in specific test pit locations and a recommendation was brought forward and approved to alter the site slightly to avoid these conditions.

In late 2015, a letter was sent to the Minister of Municipal Affairs requesting an update on the status of the funding application submitted by the Town for this project. A response was received indicating that the project was in the queue, however, no commitment could be made at that time. Subsequently, the Town was requested to submit a revised business plan breaking the project into two phases. Phase one would see the construction of a new Sewage Treatment Facility, decommissioning of the Magee Road Plant and the construction of a transmission main. Phase two would see the expansion of the new facility and a transmission main to the existing Beaverwood facility which would be subsequently decommissioned. The requested document has been revised and submitted.

Dream Fund

Emily Laite stated there will be a 50/50 draw towards Dreamfund for critical ill children on June 8th. If anyone wishes to donate, please email emlaite@hotmail.com.

Community Garden

Councillor McBreairty gave an update on the Community Garden. Anyone looking for a plot should contact Jerry Knee @ 651-5958. The Committee is trying to obtain cuttings from fruit bushes or fruit trees and anyone who would like to provide a cutting should contact the Town. An \$8,000 grant has been received from the Provincial Government to be spent this year.

Syrian Refugee Committee

Applications are in for 3 families and the process is taking longer than thought. Fundraising is going very well. At this point they are just waiting for families to be sent to Gander.

Silver Jets

The Silver Jets ice show will be held March 26th from 7-9pm. Tickets sales are \$10 and can be purchased at Shugarue's and the Canadian Tire Gas Station.

9. ADJOURNMENT

Motion #16-059

Adjournment

There being no further business, it was moved by Councillor Parrott and seconded by Councillor McBreairty that the meeting be adjourned.

In Favour: 5 Opposing: 0

Decision: Motion carried.

The meeting adjourned at 5:35pm.

C. Abbott, Deputy Mayor

G. Brown, Town Clerk