

MINUTES

Regular Meeting of Council Wednesday, August 17, 2016 @ 4:30 pm Council Chambers

Present:	C. Elliott	Mayor
	C. Abbott	Deputy Mayor
	G. Parrott	Councillor
	S. McBreairty	Councillor
	R. Anstey	Councillor
Advisory and Resource:	D. Chafe	Chief Administrative Officer
	S. Fisher	Town Clerk (A)
	J. Blackwood	Director of Engineering
	S. Burbridge	Director of Public Works
	A. Quilty	Fire Chief (A)
	R. Locke	Director of Development
	K. Hiscock	Director of Finance (A)
	B. Freeborn	Director of Recreation & Community Services (A)
Regrets:	W. Lorenzen	Councillor
	B. Dove	Councillor

1. CALL TO ORDER

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

2. VISITORS/PRESENTATIONS

Ronald McDonald Red Shoe Crew Walk Organizer

Council's youth representative, Emily Laite advised the public of the upcoming walk taking place on September 24th and encouraged all residents to participate and support this event.

Emily Laite

The Mayor presented Ms. Laite a plaque for her youth representation on Council.

3. MINUTES FOR APPROVAL

Motion #16-166

Minutes for Approval

Moved by Councillor Parrott and seconded by Deputy Mayor Abbott that the Minutes from the Regular Meeting of Council on July 27, 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 Anstey.

The Recreation & Community Living meeting was held on August 8, 2016. The meeting was chaired by R. Anstey, Councillor. Other members present included: B. Dove, Councillor; B. Freeborn, Director of Recreation & Community Services (A).

Delegation: T. Barron, P. Hoffe, R. Vincent, Residents of Penwell Ave.

The following items were discussed:

Delegation – Residents of Penwell Area

Some residents of the Penwell area attended the meeting to discuss the recreation open space area as attached in the diagram. They would like to see this area developed in the future as some type of recreation/play area for the residents in this subdivision. They understand that this may not happen in the immediate future but would like Council to make sure that this area does remain as recreation open space and not given to a contractor in the future. The residents also noted that if this area were to be developed, they would be willing to work with the Town and/or any group to come up with some ideas/concepts.

The delegation left the Committee meeting.

The Committee agreed that this area, along with the open area around the small pond, has some great potential to be developed and is recommending that this area be protected and remain as open space. This is forwarded to the Engineering Department for their review.

Festival of Flight

The 30th Anniversary of the Festival of Flight was a wonderful success this year. The Kitchen Party had approximately 950 attendees and a lot of great reviews with regard to the entertainment. Gander Day returned to Cobb's Pond Rotary Park and there has been nothing but positive comments with regard to the layout, entertainment, fireworks, etc. Fred Penner and the Fireworks proved to be the highlights of the day. All of the final reports are being compiled now along with the financial details which will be brought forward at an upcoming Committee meeting.

The Committee would like to see a survey done for the public and all the groups involved in the Festival. This will be done by the Festival staff in the near future.

The Department would like to thank everyone involved in making this 30th Anniversary a success such as the businesses for their sponsorships and donations, all the groups and citizens who ran events and of course, all the Town of Gander staff who work diligently to make our annual civic celebrations fun for all.

Upcoming events

- Aug 17 - 26: NL Blizzard Hockey School
- Aug 19 - 21: Provincial Mosquito Baseball Tournament
- Aug 26- Sept 2: Gander Flyers Hockey School

B. Development, Tourism & Culture Committee:

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

The Development, Tourism & Culture Committee was held on August 9, 2016. The meeting was chaired by S. McBreairty, Councillor. Other members present included: R. Anstey, Councillor; C. Abbott, Deputy Mayor; C. Elliott, Mayor; D. Chafe, Chief Administrative Officer; S. Philpott, Business Liaison Coordinator.

The following items were discussed:

Delegation - Business Liaison Coordinator

The Business Liaison Coordinator, a summer work-term student presented his findings and recommendations to the Committee. This was the continuation of the project started in 2015.

The summer work-term student was hired for four months to help the Department update their Business Directory and to obtain information about some of the barriers/obstacles facing the local business community. Overall, 350+ businesses were visited. The Committee would like thank those who took the time to participate.

The Committee and staff would also thank Mr. Philpott for his hard work and commitment to this project.

The Mayor left the Committee meeting.

The delegation left the Committee meeting.

Review of Previous Minutes

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

Deputy Mayor joined the Committee meeting.

Request - Dooley's Trucking

The Committee reviewed a request from the owner of Dooley's Trucking to re-instate their Offer to Purchase that expired in June 2016. In doing so, they would like to apply their original down payment (which was forfeited as per the terms of the original Offer to Purchase) and pay an additional 25% of the purchase price to receive an 18-month extension. The owner agrees to abide by the timelines agreed upon in the original Offer to Purchase which includes the period from November 2014 - November 2017.

If Council's approval is granted, they plan on proceeding with the development, paving and landscaping for both 35 and 45 Baird Place in the spring of 2017. The owner has also indicated that no building will be placed on 35 Baird Place which means that a new Commercial Land Application will have to be completed and a new Offer to Purchase drafted indicating the development timelines. The Deed of Conveyance of 35 Baird Place would only be transferred once the approved landscaping plan has been completed.

The Committee recommends entering into a new Commercial Land Application as well as a new or amended Offer to Purchase with Dooley's Trucking for 35 Baird Place. However request that the previous down payment of \$7500, an additional 25% down payment as well as the timeline of 18 months, expiring November 2017, be established for this agreement only. This item is referred to the Finance Committee for their review and recommendation to Council.

The Committee also acknowledges that 45 Baird Place is non-compliant with the landscaping requirements as outlined in the original development plan and is looking forward to having both properties fully compliant by the spring of 2017.

HBB Application - 65 Byrd Avenue

The Committee reviewed an application from the resident of 65 Byrd Avenue.

WHEREAS an application has been received from "AMC Nails" to operate a mobile Nail Technician service.

AND WHEREAS the advertising and discretionary use notices were posted with no objections received by the deadline date of July 29th, 2016 and it meets all of the Town of Gander's Development Regulations.

Motion #16-167

HBB Application – 65 Byrd Avenue

Moved by Councillor McBreairty and seconded by Deputy Mayor Abbott that "AMC Nails" be permitted to operate a mobile Nail Technician service from 65 Byrd Avenue.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Donation Request

The Committee reviewed a request from the Newfoundland T'Railway Charitable Organization Inc. for a donation towards repairing the bridge in the community of Terra Nova. These repairs are required to restore continuity to the T'Railway Provincial Park. Without bridge restoration, tour groups traveling East-West will not be able to continue and will be forced to turn around.

As this request falls outside of Council's Grants, Subsidies and In-kind Services policy, unfortunately it will have to be denied.

The Committee feels that this is a critical piece of provincial recreation infrastructure and that the replacement of the bridge should be the responsibility of the Provincial Government. The Committee is recommending that a letter be written to the Provincial Government advocating for the replacement of the bridge.

C. Governance & Community Engagement:

The Governance & Community Engagement Committee report was presented by Deputy Mayor Abbott.

The Governance & Community Engagement Committee meeting was held on August 9, 2016. The meeting was chaired by C. Abbott, Deputy Mayor. Other members present included: S. McBreairty, Councillor; R. Anstey, Councillor; D. Chafe, CAO.

The following items were discussed:

Review of Previous Minutes

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

Regional Meeting Plans

Staff provided the Committee with a draft agenda for a proposed regional meeting of municipal leaders. After some discussion, the Committee asked that a letter be sent to municipalities throughout the region to gauge their interest in such a meeting. Those interested will be asked to complete a brief survey that will be used during the planning process.

Correspondence – Office of Premier Dwight Ball

The Committee reviewed a letter to the Honourable Harjit S. Sajjan, Minister of National Defense from Premier Ball with respect to the Federal Government's consultations on the development of a new defense policy for Canada.

The Newfoundland and Labrador Defense Policy Review Submission speaks to the importance of Defense operations in this province including Canadian Forces Station St. John's, Canadian Forces Base (9 Wing) Gander and, Canadian Forces Base (5 Wing) Goose Bay. Of specific significance for Gander is a request to improve Search and Rescue capacity and enhancing operational protocols to strengthen marine and air search and rescue in the province.

Gander Town Councils have long advocated for enhanced protocols and assets at 9 Wing including 24/7 rapid response times and the addition of a fixed wing aircraft. The Committee feels that it may be beneficial to forward Council's position directly to both the Federal and Provincial Governments. Staff will prepare the submission.

Municipalities Newfoundland and Labrador (MNL)

Municipalities Newfoundland and Labrador has issued a call for resolutions for its upcoming Annual Convention and Trade Show. The Committee has asked staff to prepare a resolution calling on the Provincial Government to update the *Motorized Snow Vehicles and All-Terrain Vehicles* and the *Highway Traffic Acts* to address discrepancies between both Acts and provide more clarity on the ability that municipalities can regulate their use.

Committee Mandate

The Committee discussed the mandate of the Governance and Community Engagement Committee, specifically the Community Engagement component. While there has been an overall improvement in our efforts to engage the community, the Committee feels that more can be done. Staff has been asked to explore opportunities for in-person town hall meetings, pre-budget public consultations and community newsletters.

D. Engineering, Planning & Controls:

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

The Engineering, Planning & Controls Committee meeting was held on August 10, 2016. The meeting was chaired by G. Parrott, Councillor. Other members present included: C. Abbott, Deputy Mayor; S. McBrearty, Councillor; G. Regular, Director of Engineering (A); J. Boland, Planning and Control Technician; S. Mouton, Executive Administrative Assistant.

The following items were discussed:

Review of Previous Minutes

The previous minutes were reviewed and approved as presented.

ANW Construction – 220 Baird Place

The Committee reviewed two requests from the owner of ANW Construction Ltd. The first is seeking approval to construct a 30ft by 85ft by 15ft storage shelter on the property at 220 Baird Place. The building size exceeds the maximum size allowed as per the Town of Gander's Accessory Building Regulations and requires Council's approval.

The Committee agreed to approve this request provided all other requirements of the Town of Gander's regulations as well as the National Building Code are adhered to. This includes the requirement for a concrete floor for all accessory buildings greater than 600 square feet.

He will also be advised that he has until August 31, 2016 to apply for a building permit. The permit will be issued only if he agrees to these stipulations.

The Committee reviewed a second request from the owner of ANW Construction requesting Council's permission to build an office building adjacent to the existing garage. The Acting Director of Engineering advised the Committee that an office building is neither a permitted nor discretionary use in an Industrial General Zone and therefore cannot be approved.

Traffic Study

The Acting Director of Engineering informed the Committee that the Director has been in contact with the Newfoundland and Labrador English School District regarding traffic studies for the new 4-6 School and the existing Gander Academy.

The School District indicated that as a part of the construction process for new schools, funds are allocated for completing traffic studies. Mr. Jim Sinnott from NLESD indicated that they would be carrying out a traffic study for the new 4-6 School.

The Acting Director advised that his department would like to proceed to engage the consultant for a traffic study on Gander Academy with the funds that were allocated for the 4-6 school study.

Motion #16-168

Traffic Study

Moved by Councillor Parrott and seconded by Councillor McBreairty that the Engineering Department be authorized to contract a traffic study for Gander Academy to be paid for with the funds that were designated for the 4-6 School study.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Municipal Plan Amendment #13, 2016 and Development Regulations Amendment #19, 2016

Municipal Plan Amendment # 13, 2016 and Development Regulations Amendment # 19, 2016 is now ready for approval by Council.

The amendment proposes to re-zone the site of the former Viscount Restaurant located at 58 McCurdy Drive, currently zoned **Commercial General (CG)** to **Industrial General (IG)**. The re-zoning will permit the demolition and replacement of the existing building.

The required advertising and provincial review has been completed. A Public Hearing was scheduled for August 2, 2016 at the Town Hall. No objections were received by the deadline date of July 29, 2016 and the Public Hearing has been cancelled.

Motion #16-169

Municipal Plan Amendment #13, 2016 and Development Regulations Amendment #19, 2016

Moved by Councillor Parrott and seconded by Councillor Anstey that Municipal Plan Amendment # 13 2016 and Development Regulations Amendment # 19, 2016 be approved under Section 23 of the Urban and Rural Planning Act 2000.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Municipal Plan Amendment #14, 2016 and Development Regulations Amendment #20, 2016

Municipal Plan Amendment # 14, 2016 and Development Regulations Amendment # 20, 2016 is now ready for approval by Council.

The amendment proposes to re-zone a small section (approximately 3.7 metres in width) of 99 Memorial Drive, currently zoned **Residential Medium Density (RMD)** to **Open Space Recreation (OSR)**. The re-zoning will accommodate an extension for the Gander Tennis Association.

A second part of this amendment involves the addition of an "Agriculture" classification to several Use Zone Tables of the current Town of Gander Development Regulations to accommodate Community Gardens with restrictions in certain zones.

The required advertising and provincial review has been completed. A Public Hearing was scheduled for August 2, 2016 at the Town Hall. No objections were received by the deadline date of July 29, 2016 and the Public Hearing has been cancelled.

Motion #16-170**Municipal Plan Amendment #14, 2016 and Development Regulations Amendment #20, 2016**

Moved by Councillor Parrott and seconded by Councillor McBreaity that Municipal Plan Amendment # 14 2016 and Development Regulations Amendment # 20, 2016 be approved under Section 23 of the Urban and Rural Planning Act 2000.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Municipal Plan Amendment #15, 2016 and Development Regulations Amendment #21, 2016

As requested by Council, the proposed Municipal Plan Amendment # 15, 2016 and Development Regulations Amendment # 21, 2016 is now ready for adoption.

This amendment proposes to re-zone a parcel of land to the North of Mitchell Street, currently zoned **Open Space Conservation (OSC)**, to a **Residential Medium Density (RMD)** zone. The re-zoning will provide for the expansion of existing and future residential properties.

An Open House was held on July 4, 2016 in the Council Chambers at the Town Hall.

There was one (1) attendee, exclusive of staff.

The amendment has been released from Provincial Review.

Motion #16-171**Municipal Plan Amendment #15, 2016 and Development Regulations Amendment #21, 2016**

Moved by Councillor Parrott and seconded by Councillor Anstey that the proposed Municipal Plan Amendment # 15, 2016 and Development Regulations Amendment # 24, 2016 be adopted under Section 16(i) of the Rural and Urban Planning Act.

In Favour: 5 Opposing: 0

Decision: Motion carried.

E. Public Works & Services:

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

The Public Works & Services Committee was held on August 9, 2016. The meeting was chaired by R. Anstey, Councillor. Other members present included: G. Parrott, Councillor; B. Dove, Councillor; P. Fudge, Fire Chief; D. Moulton, Director of Public Works & Services (A); W. Jenkins, Municipal Officer In Charge; G. Whitt, Administrative Support Clerk; L. Small, Administrative Assistant.

The following items were discussed:

Review of Previous Minutes

The previous minutes & action items were reviewed and approved as presented.

Invoices for Approval

The Committee reviewed one invoice for \$ 26, 353.41 from Central NL Waste Management. It reflects the adjustment on the monthly collections fee for the increase in the number of households.

The Acting Director of Municipal Works & Services advised the Committee that all goods and services had been received and met the Town's specifications. The Committee recommends that the invoices be forwarded to the Finance Committee for its consideration.

Open Outdoor Fire, Incinerator & Outdoor Fireplace Regulations

The Committee was presented with the Town of Gander's Open Outdoor Fire, Incinerator & Outdoor Fireplace Regulations for the second and final reading. Pressure treated lumber has been added to the list of items not permitted to be burned in outdoor fireplaces or open fires.

Motion #16-172**Open Outdoor Fire, Incinerator & Outdoor Fireplace Regulations**

Moved by Councillor Anstey and seconded by Councillor Parrott that the Town adopt this regulation as presented.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Second Quarter Statistics

The Committee reviewed the second quarter statistics for Municipal Enforcement and Gander Fire Rescue. There were 440 Citations issued by Municipal Enforcement and the Fire Department responded to 34 Calls and conducted 73 Inspections. The Municipal Officer in Charge also reported that they are currently running the “Lock it or Lose it” campaign.

Letter from Keyin College - LGBTQ (Lesbian, Gay, Bisexual, Transgender, Queer/Questioning) Crosswalk

The Committee reviewed a letter from *The Child and Youth Care Class* at Keyin College requesting Councils’ permission to introduce a LGBTQ pride crosswalk in the town of Gander by painting the current crosswalk located on Airport Boulevard, in front of the Curling Club, in the pride colors. While Committee is in agreement with the request in principle, it would prefer that the crosswalk located at the Town Hall location on Elizabeth Drive be painted. Public Works will contact Keyin College to inquire about this location.

Loitering/Littering at Town Square

The Acting Director of Municipal Works & Services informed the Committee of the ongoing issue with loitering and litter in the Town Square parking lot. This has been an ongoing issue in this area for many years.

The Municipal Officer in Charge advised the Committee this area is patrolled regularly and have issued tickets for littering in the past. This is an area where more policing would have a positive impact.

The Committee agrees that the intent is not to force the youth out of this area, but encourage the use of garbage bins and adhere to designated parking areas.

ATV By Law 3(c) Correspondence

The Committee reviewed four pieces of correspondence on the removal of the ATV bylaw section 3(c); Three of the four residents were not in favour of removing it. While the Committee appreciates the input and will respond to those contacting the Town, the decision will not be voted on until the Council meeting scheduled for September 7, 2016.

The Municipal Officer in Charge explained the types of activities they have been conducting with regards to ATV education and enforcement and the data for the last several years will be provided at the next Committee meeting.

Hazardous Waste Day

The Acting Director of Municipal requested the 2016 Hazardous Waste Day be held in October.

The Committee agreed and recommends that a date for the 2016 Hazardous Waste Day be set in October. Public notice will be provided when date is finalized.

F. Finance & Administration:

The Finance and Administration Committee report was presented by Deputy Mayor Abbott.

The Finance & Administration Committee was held on August 11, 2016. The meeting was chaired by B. Dove, Councillor. Other members present included: C. Abbott, Deputy Mayor; G. Parrott, Councillor; K. Hiscock, Director of Finance (A); S. Fisher, Town Clerk (A); G. Regular, Director of Engineering (A).

The following items were discussed:

Invoice for Approval

Operating

AS RECOMMENDED BY THE PUBLIC WORKS & SERVICES COMMITTEE AUGUST 9, 2016

- | | |
|---|-----------|
| 1. Central Newfoundland Waste Management | 26,353.41 |
| 00-430-1000-7008, Curbside Collections monthly fee | |
| Invoice adjusted to reflect increase in # of households | |
| Increased by 106 households \$698 | |
| Budget 301,800 Spent to date 153,929 | |

Total operating invoice for approval \$26,353.41

The Acting Director of Finance advised that the invoice met the policies of the Town of Gander.

Motion #16-173

Invoice for Approval

Moved by Deputy Mayor Abbott and seconded by Councillor Parrott that the invoice be paid as presented.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Elizabeth Drive/Medcalf Street Upgrade- Approved Funding

The Committee reviewed the Clean Water and Wastewater Fund Ultimate Recipient Agreement between the Town and the Provincial Government regarding the funding for the sanitary sewer and storm sewer upgrade on Elizabeth Dr/Medcalf St.

Motion #16-174**Elizabeth Drive/Medcalf Street Upgrade- Accept Agreement**

Moved by Deputy Mayor Abbott and seconded by Councillor Anstey that the Town accept the Clean Water and Wastewater Fund Ultimate Recipient agreement, as attached.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Motion #16-175**Elizabeth Drive/Medcalf Street Upgrade- Approved Federal Funding**

Moved by Deputy Mayor Abbott and seconded by Councillor McBreairty that the sanitary sewer and storm sewer upgrade on Elizabeth Dr/Medcalf St. would not have been undertaken in 2016/2017 or 2017/2018 without federal funding.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Dooley's Trucking – 35 Baird Place

The Committee reviewed the request from the Economic Development Committee to re-instate the original contract for the purchase of 35 Baird Place with Dooley's trucking. The Finance Committee agrees with the terms stated in the Economic Development Committee's minutes.

Motion #16-176**Dooley's Trucking – 35 Baird Place**

Moved by Deputy Mayor Abbott and seconded by Councillor Anstey that the Town re-instate the contract on 35 Baird Place with Dooley's Trucking.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Property Tax Reduction

The Committee reviewed one residential tax reduction application which was submitted in accordance with Council's policy on tax reductions for residential property.

Motion #16-177

Property Tax Reduction

Moved by Deputy Mayor Abbott and seconded by Councillor Parrott that the one property tax reduction be approved as attached.

In Favour: 5 Opposing: 0

Decision: Motion carried.

The Mayor joined the Committee meeting.

The Acting Town Clerk and Acting Director of Engineering left the Committee meeting.

Emily Laite Honorarium

The Finance Committee would like to provide Emily Laite with an honorarium as a token of their appreciation for her work as a Youth Representative on Council.

Motion #16-178

Emily Laite Honorarium

Moved by Deputy Mayor Abbott and seconded by Councillor McBreairty that Emily Laite be given an honorarium in the amount of \$250.

In Favour: 5 Opposing: 0

Decision: Motion carried.

6. ADMINISTRATION

None.

7. CORRESPONDENCE

None.

8. NEW BUSINESS

Fundraising Gala for 9/11

Wounded Warriors Canada, in partnership with the Town of Gander and the Chamber of Commerce, will be hosting a Fundraising Gala at the Gander International Airport on September 10th, 2016 at 7:00pm as part of the events taking place to commemorate the 15th Anniversary of 9/11. Council supports this event in proposing they purchase 8 dinner tickets at a cost of \$75.00 each. As this is not a budgetary item and is outside Policy, it requires Council's approval.

Motion #16-179

Fundraising Gala for 9/11

Moved by Deputy Mayor Abbott and seconded by Councillor Parrott that Council purchase 8 dinner tickets at a cost of \$75 each to support "Wounded Warriors Canada"

In Favour: 5 Opposing: 0

Decision: Motion carried.

Rescind Policy A005 – Travel and Reimbursement of Travel Expense

At its Regular Meeting on July 27, 2016, Council adopted a new Travel and Expenses policy therefore a motion to rescind the old Travel and Reimbursement of Travel Expense policy #A005 is required.

Motion #16-180

Rescind Policy A005 – Travel and Reimbursement of Travel Expense

Moved by Deputy Mayor Abbott and seconded by Councillor Parrott that the old Travel and Reimbursement of Travel Expense policy #A005 be rescinded.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Come From Away Opening at Ford's Theatre, Washington, DC

Mayor Elliott has received an invitation from the Embassy of Canada, Washington, DC to attend an Embassy reception and opening performance of the *Come From Away* musical on September 7th, 2016.

As you may know, *Come From Away* is a musical about the grounding of planes in Gander following the September 11, 2001 attacks, and the hospitality that was shown by residents from the area to over 6,600 unexpected international passengers.

Emily Laite

Emily thanked Council for her year as Youth Representative on Council and stated it was a great experience.

9. ADJOURNMENT

Motion #16-181

Adjournment

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

In Favour: 5 Opposing: 0

Decision: Motion carried.

The meeting adjourned at 5:15pm.

C. Elliott, Mayor

S. Fisher, Town Clerk (A)