

MINUTES

Regular Meeting of Council Wednesday, February 6, 2013 @ 4:30 pm Council Chambers

Present:	Z. Tucker	Deputy Mayor
	A. Scott	Councillor
	D. Blundon	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
	A. Crummey	Development Officer
Regrets:	C. Elliott	Mayor
	R. Anstey	Councillor

1. CALL TO ORDER

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

2. VISITORS/PRESENTATIONS

Scout-Guide Week Proclamation

The Deputy Mayor and representatives from the Scouts and Girl Guides proclaimed February 17 – 24, 2013 as Scout/Guide Week.

Heritage Day Proclamation

The Deputy Mayor proclaimed February 18, 2013 as Heritage Day.

3. MINUTES FOR APPROVAL

Motion #13-016

Minutes for Approval

Moved by Councillor Blundon and seconded by Councillor Scott that the Minutes from the Regular Meeting of Council on January 16, 2013 be adopted as presented.

In Favour: 5 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 January 28, 2013. The meeting was chaired by S. Oram, Councillor. Other members present included: A. Scott, Councillor; Z. Tucker, Deputy Mayor; S. Fisher, HR Supervisor; P. Fudge, Fire Chief; O. Fudge, Municipal Enforcement Officer; A. Lockyear, Student.

The following items were discussed:

PUBLIC SAFETY

Animal Protection Act

The Committee was advised that a meeting was held on January 23rd, 2013 with Lynn Cadigan of the Provincial Veterinary Office. She reviewed, clarified and answered questions regarding the new regulations. Once Constable Fudge receives his official appointment he will have the authority to issue tickets as well as the ability to investigate complaints of animal cruelty. It should be noted that there are still sections of the Town of Gander Animal Control Regulations that will remain in effect because they are not covered under the new provincial regulations. Another meeting is scheduled for February 11th to discuss the enforcement of the new regulations.

Ice Water Rescue

The Fire Chief gave an update on the feasibility of the Fire Department conducting Ice Water Rescue. He advised that he has been in contact with representatives of 9 Wing and the Canadian Rangers to ensure that there would be no duplication of services. Neither group has the capabilities of Ice Water Rescue. Since there is no requirement for Council to seek permission from the Provincial Government to provide this emergency service, the Committee recommends that the Fire Chief proceed with the purchase of equipment and conduct training exercises to ensure the readiness of Gander Fire Rescue for Ice Water Rescue. The estimated cost of the equipment is \$7,500 which can be accommodated in the Fire Department's budget.

Motion #13-017

Ice Water Rescue – Providing Service

Moved by Councillor Oram and seconded by Councillor Blundon that pursuant to Section 183 of the Municipalities Act, SN 1999 the Gander Fire Rescue Department to provide the service of Ice Water Rescue.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Motion #13-018

Ice Water Rescue Purchase of Equipment

Moved by Councillor Oram and seconded by Councillor Blundon that Gander Fire Rescue proceed with the purchase of equipment and conduct training exercises in Ice Water Rescue.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Gander Fire Rescue Fundraising

The Committee was advised that the Fire Department has expressed interest in fundraising to replace a spare set of extrication tools that the Department received from 9 Wing Gander in return for taking over structural firefighting services at the base some years back. The extrication tools are approximately 30 years old and in need of repair. As there is already an operable unit at the Fire Hall, the Committee felt that fundraising should be directed toward equipment and other things, such as an obstacle course for training purposes. The Committee commended the volunteers for wanting to fundraise and therefore would like other suggestions brought forward.

The Fire Chief and Municipal Enforcement Officer left the meeting.

HUMAN RESOURCES

Snowmobile Races at Cobb's Pond

The Committee advised the Chief Administrative Officer (CAO) that since the Regular Council meeting in which the request to hold snowmobile races on Cobb's Pond was denied, there has been several requests to hold the event. The Committee would like to see the races permitted and requested the CAO to contact the contractor and the Town's insurer and find out under what conditions the event could be sanctioned.

Council advised that although they supported such an event, it unfortunately did not come together quick enough to meet all the contractor's insurance needs and therefore could not proceed.

B. Parks & Recreation Committee:

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

The Parks and Recreation Committee was held on January 28, 2013. The meeting was chaired by Z. Tucker, Deputy Mayor. Other members present included: A. Scott, Councillor; G. Parrott, Councillor; S. Oram, Councillor; D. Deschamps, Director of Recreation and Community Services; B. Freeborn, Administrative Assistant.

The following items were discussed:

Delegation – Senior/Junior Men's Baseball

A resident attended the meeting to inform the Committee that he is currently trying to form a junior/senior men's baseball league in Gander this coming summer. Currently, there is only a minor baseball program but there is a lot of interest from adults and university students who come home for the summer. They would use the Art Walker field approximately 2 – 3 times per week. It is costly to get such a program started due to the insurance fees, registration and cost of equipment so they are asking the Town if they would waive the team registration fees for the 2013 season only. This would help keep the cost of the registration down for the players.

The Committee discussed this request and felt that waiving the fee of \$610 plus tax per team was a great incentive to help get this league off the ground. They are referring this to the Finance Committee for their consideration.

The Director explained that the Art Walker Field does need some work but this is scheduled to be completed in May or June. Also, he felt that it would be nice to have a permanent tenant on the Art Walker Field.

Council noted that this is a one-time waiver granted to assist in the implementation of a Men's Baseball league.

Slo Pitch Nationals (SPN) Softball Tournament

The Director met with representatives of SPN who explained that the national adult softball tournament will be going ahead but the Under 16 Baseball Tournament is still looking for a host committee to organize and run the event.

The work on the fields for the Adult Softball Tournament is being discussed with the Municipal Works Department and a report will be ready at the next meeting.

Cobb's Pond Rotary Park Funding

The Rotary Club asked if there is a possibility of funding from ACOA towards the park project. The Committee explained that in order to get this funding the park must have some sort of economic generator. Initially, the Rotary Club did not want to charge any fees for the use of the park so the Committee is asking the Director to write the Rotary to see if this is still the case.

Prime Minister's Volunteer Awards

Information was received on the call for nominations for the Prime Minister's Volunteer Awards. This award recognizes the exceptional contributions of volunteer, local businesses and innovative not-for-profit organizations in improving the well-being of families and their communities. For more information or to submit a nomination, please visit www.pm.gc.ca/awards. The deadline is March 1, 2013.

Deputy Mayor Tucker advised that there are many deserving people in the community of such an award; therefore, this is not something we would do as a Council. We encourage the residents to go online to nominate an individual.

Requests for Funding

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

The Runway Running Club for \$150 towards their annual Road Race which is being held on August 4th this year during the Festival of Flight. There are approximately 150 participants.

The Kiwanis Club of Gander for \$500 towards the 2013 Kiwanis Music Festival. There are over 300 participants during this week long event from March 10 -15, 2013.

The Airials Gymnastics Club for \$500. They will be hosting their annual Flight Gymnastics Competition from March 1st – 3rd with over 300 participants, parents, coaches and officials.

Adam Boland and Shane Hopkins were approved for \$125 each. They are part of the curling team who won the title of Provincial Junior Curling Champions and will be attending the Nationals from Feb 2 – 10th in Fort McMurray.

Community Outdoor Rink

The Director advised that the outdoor rink is now open and is located on the parking lot near the ball fields on Elizabeth Drive. The prep work for this rink only took 4 to 5 hours of staff time and less than \$100 in materials. The Community is reminded that this rink is unsupervised so please read and follow the regulations and recommendations posted at the rink. A schedule will be implemented regarding skating and open shinny times. Please obey the open/closed signs near the entrance.

This rink is being run by volunteers so if you would like to get involved, please call the Recreation Department at 651-5927.

Gander Community Tennis Association re Multiplex

A letter was received from the tennis association stating that they no longer wish to be considered in the feasibility study for the proposed multiplex facility. They feel that the decision by the Multiplex Steering Committee to not limit the cost of the facilities to be considered by the consultant will not be cost-effective for their tennis club.

C. Economic & Social Development Committee:

The Economic Development Committee report was presented by Councillor Parrott.

The Economic Development Committee meeting was held on January 28, 2013. The meeting was chaired by Z. Tucker, Deputy Mayor. Other members present included: G. Parrott, Councillor; D. Chafe, Development Director; A. Crummey, Development Officer.

The following items were discussed:

Kittiwake Holdings re 18 Carr Crescent

The Committee met with a representative of Kittiwake Holdings regarding an Offer to Purchase on 18 Carr Crescent. The Offer to Purchase will expire on February 25, 2013 and first floor construction of the building is not complete. Kittiwake Holdings advised that they had two or three proposals to develop the land; however, they all fell through. In August 2011, the company applied for and received an 18 month extension to complete the building. According to Council's policy on land sales, this property now reverts back to the Town and will be sold at public tender.

Kittiwake Holdings is requesting that Council consider granting them another 18 month extension to allow them more time to either secure a tenant or erect storage units on the property.

The Committee discussed Kittiwake Holdings request in detail but feel that granting another extension is outside Council's policy on land sales and would set an unfair precedent. The Committee does not recommend granting an extension to Kittiwake Holdings for the purchase of the land at 18 Carr Crescent.

Motion #13-019**Kittiwake Holdings – 18 Carr Crescent**

Moved by Councillor Parrott and seconded by Councillor Scott that the property located at 18 Carr Crescent be offered for sale through public tender if the required building is not constructed by the deadline.

Councillor Oram questioned if this was the second extension request? The Director of Finance explained that the initial deposit was received which covers 18 months. When the extension was granted it allowed for an additional 18 months and another 15% deposit.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Press Release – Gander International Airport Authority

The Committee was very pleased to learn that Air Canada will be upgrading its morning departure flight from Gander to Halifax. This flight is currently serviced by a 50-seat CRJ200 but this aircraft will be replaced by a 75-seat CRJ-705 effective February 1, 2013.

Air Canada now offers up to eight daily flights to and from Gander, including two daily flights to Halifax, two to Goose Bay, three to St. John's and one summer flight to Toronto.

Landscaping Regulations

The Committee reviewed the draft Landscape Regulations as presented. The Regulations have separate guidelines for Commercial and Industrial properties with the differences between them being:

- There is no requirement for landscaping of sideyards in Industrial zones.
- The minimum percentage for landscaping in the front building setback area is reduced from 20% to 15% in Industrial zones.
- The section of required landscaping from the road/curb/sidewalk is reduced from 4 metres to 3 metres in Industrial zones.
- There is no tree requirement for Industrial zones.

The Committee is recommending that the security deposit required be either a cash deposit or an irrevocable letter of credit for 100% of the total estimated cost of landscaping. This deposit is due at the time of occupancy should the landscaping not be completed at that time.

Also included in the Landscaping Regulations is a section on storm water management. Currently there is no requirement for a developer to submit a storm water management plan for commercial properties. However, due to numerous problems with flooding on new commercial properties, staff is recommending that all new commercial buildings must provide a detailed plan for storm water management for approval. The Committee agrees with including the section on storm water management in the Landscape Regulations.

The purpose of these Regulations is to provide direction for site and landscape development with respect to non-residential properties in the Town of Gander.

These Regulations, with the changes noted above, are now presented to Council for the **first** reading. Any input should be submitted to the Development Department prior to the next regularly scheduled Committee meeting on February 18th.

Outdoor Market

The Town of Gander will once again be hosting an Outdoor Market during the Canada Day weekend. The market will take place on Saturday and Sunday, June 29th and 30th. Anyone interested in securing space at this event should call Annette Crummey at 709-651-5910 for more information.

D. Tourism Committee:

The Tourism Committee report was presented by Councillor Parrott.

The Tourism Committee meeting was held on January 29, 2013. The meeting was chaired by G. Parrott, Councillor. Other members present included: S. Oram, Councillor; D. Deschamps, Recreation & Community Services Director; K. Sceviour, Special Events Coordinator.

The following items were discussed:

Wooden Boat Membership

The Committee reviewed a letter requesting a donation to the Wooden Boat Museum in Winterton. It was agreed that we would not participate in this initiative as it is not a budgeted item.

Winter Carnival

Plans for the upcoming 2013 Winter Carnival are almost complete. SnoBreak 2013 will take place from February 15 – 17 with a number of activities such as games at the ball field, an outdoor skating rink, community bonfire and much more. A full schedule can be downloaded from gandercanada.com and we invite everyone to come out and celebrate with us!

As part of SnoBreak 2013, the Town will also be hosting a **Snowman Making Contest!** Get creative by building a snowman, snow-woman, or snow monster - whatever type of snowman you can construct! Just call the Parks, Recreation and Tourism Office at 651-5927 by Friday, February 15 at 3:00 pm to enter.

The Committee would also like to thank all of the community groups who have organized events to help make SnoBreak 2013 a good time for everyone!

Advertising Requests

The Committee reviewed the following advertising requests:

The Royal Canadian Legion will be hosting their 63rd Biennial Provincial Convention on August 24 – 28, 2013. The Committee will place a full page ad in their booklet at a cost of \$100.00.

Gander Collegiate will be presenting a full length production of “Back to the 80’s - The Totally Awesome Musical” on stage at the Arts & Culture Centre from April 16 - 19, 2013. The Committee would like to support this undertaking by placing an ad in their program at a cost of \$200.00.

Gander Collegiate 50th Anniversary Reunion Committee

Gander Collegiate will be hosting a 50th Anniversary Reunion for all former students and faculty who attended or worked at the school from July 24 - 27, 2014. This reunion will bring back alumni to celebrate the schools accomplishment and history and be a major fundraiser for a scholarship fund and/or educational program. The reunion has tentatively booked three days at the Gander Community Centre and is requesting a financial donation in the form of a cost reduction at the Centre. As the economic spinoff from this event would be tremendous and as many of the attendees are current or former Ganderites, the Committee agreed to offer a donation of \$2,300.00 which is equivalent to a one day rental.

Motion #13-020

Gander Collegiate 50th Anniversary Reunion Committee Donation

Moved by Councillor Parrott and seconded by Councillor Blundon that a donation of \$2,300.00 be made to the Gander Collegiate Reunion Committee for their 50th Anniversary celebrations.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Ride for Sight

The Ride for Sight Committee will be meeting in St. John’s on Saturday, February 9th to discuss plans for their upcoming event in Gander. The Event Coordinator has been asked to attend the meeting to express Gander’s support of this annual event and the Committee agreed that the Director of Recreation and Community Services should attend as well.

Gander Historical Society

The Committee reviewed an email from the Gander Historical Society stating that they now have an active website - www.ganderairporthistoricalsociety.org. The Society was formed with the purpose to preserve the history of the Gander International Airport, originally identified as the Newfoundland Airport. Although the organization is not officially open for membership, it is hoped that interest will be drawn through the website to attract those who wish to participate directly and become active officially.

E. Municipal Works & Services Committee:

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

The Municipal Works & Services Committee was held on January 30, 2013. The meeting was chaired by R. Anstey, Councillor. Other members present included: G. Parrott, Councillor; J. Turner, Chief Administrative Officer; J. Blackwood, Director of Municipal Works & Services.

The following items were discussed:

Design Standards for Streets and Subdivisions

The Engineering Department recently completed their review of the existing *Design Standards for Streets and Subdivisions*, made the necessary changes to bring the standards up to date and distributed a draft copy to local developers, contractors and designers requesting their input regarding the changes.

Following that, a round table discussion was held at the Town Hall, with the individuals who responded to discuss the proposed changes and recommendations were made as attached. This document is available at the Town Hall Engineering Department.

The Committee recommends and I move that the proposed changes to the Town of Gander's Design Standards for Streets and Subdivisions be approved as presented.

Councillors Blundon and Oram requested more time to review the changes and requested it to be postponed until the next Council meeting.

Motion #13-021

Design Standards for Streets and Subdivisions – Withdraw Motion

Moved by Councillor Parrott and seconded by Councillor Blundon to withdraw the motion and refer it back to the Committee for further discussion.

In Favour: 3 Opposing: 2
Deputy Mayor Tucker and Councillor Scott

Decision: Motion carried.

16 Baldwin Street

The Committee again reviewed correspondence from the owner of 16 Baldwin Street indicating that he was still unsatisfied with the lack of action taken by the Town Council of Gander to resolve the issues at this property. The Committee discussed what they felt was the best solution to resolve this isolated problem which was to install a catch basin at or near the property. This was at an estimated cost, of \$2000, if it were to be completed by town forces with used materials, or if contracted out; an estimated cost of approximately \$ 4800.

The Committee felt that the proposed remedy is not justified in this circumstance and is recommending that no further action be taken.

Invoices

The Committee reviewed one invoice 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 invoice be paid and forwards it to the Finance Committee for its consideration.

Policy-Water/Sewer Service Connection and Utility Cuts

The Committee presents this policy for the **second** reading. No objections to the new revisions were received.

Motion #13-022

Policy – Water/Sewer Service Connection and Utility Cuts

Moved by Councillor Parrott and seconded by Councillor Scott that *Water/Sewer Service Connection & Utility Cuts Policy* be approved as presented.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Street Cut Deposit

At the last meeting of Council, the Finance Committee had requested clarification on the Street Cut Deposit. The Committee reviewed the rationale for the deposit and advises that the deposit can be any acceptable form of security that is outlined in the development regulations and the amount should be sufficient to cover the cost to complete the construction in the event that the contractor or business owner fails to complete the work as required.

Grading Policy Amendment

The Committee reviewed the Grading Policy amendment which would increase the deposit held for a grading re-inspection from \$ 500 to \$ 1000 to meet the changes as presented in the 2013 Municipal Works Budget. These deposits, which are held by the Town of Gander, will be refunded after the *Insulation/Vapour Barrier inspection* and *As Built Grade* are inspected and approved by Town officials.

It was noted that for any property nearing completion by late November but due to weather is unable to complete the grading; the occupancy permit would still be issued however money will be withheld until the grading is completed.

HBB Application- 14 Payette Street

An application for a Home Based Business was received from Paul's Trucking to operate a mobile waste removal business for individual visits to commercial businesses throughout Gander and dispose of it at the Waste Management facility in Norris Arm.

The HBB application was advertised and notifications sent to residents within 50 meters of this location.

One objection was received by the deadline date, indicating that there was an unpleasant odour that has been associated with this collection vehicle located in a residential area of town. It is to be noted that the physical attributes of the vehicle did fit the existing regulations.

The Committee discussed changing the regulations, however, they didn't feel it was appropriate because the concern of the resident can be addressed by strictly enforcing the present regulation. The Committee is recommending that in the response to the applicant, a copy of the Town of Gander Home Based Business regulations be attached, highlighting Section II, in Development Standards; *"Business activities must not produce any noise, vibration, smoke, dust, odours, heat, glare, electrical, television or radio interference detectable beyond the boundaries of the building"* and that Council will be strictly enforcing these regulations.

WHEREAS an application has been received from **Paul's Trucking** to operate a mobile waste removal business from 14 Payette Street

AND WHEREAS it meets the Home Based Business Regulations

Motion #13-023

Paul's Trucking

Moved by Councillor Parrott and seconded by Councillor Scott that Paul's Trucking be given permission to operate a mobile waste removal business from 14 Payette Street.

Councillor Blundon questioned if the smell was addressed and what we do to enforce it.

The Chief Administrative Officer stated that there are fines associated with breaking the regulations and therefore any issues regarding smell would be handled by the court system.

Motion #13-024

Paul's Trucking – Deferred Motion

Moved by Councillor Parrott and seconded by Councillor Scott that the item be deferred.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Secondary Suites-Subsidiary Apartments

The Committee reviewed proposed changes to the *Subsidiary Apartment* building permit process guide, last updated May 7, 2012.

There were some minor changes made to the process guide to bring it up to date with the National Building Code of Canada. The Town of Gander has adopted this code as its standard for building processes within the town and the standard does permit subsidiary apartments and secondary suites.

The major change is to reflect that the National Building Code does not require two electrical services for subsidiary apartments.

These proposed changes are now presented to Council for the **first** reading as attached. Any input should be submitted to the Engineering Department no later than February 18th in preparation for the next Municipal Works and Services Committee meeting.

Roe Avenue-Right Turning Lane

The Committee reviewed two drawings for a proposed right turning lane extension on Roe Avenue, turning out onto Cooper Boulevard.

The Director advised that after consultation with a traffic engineer, the Engineering Department is recommending that Option "A" or Drawing 13-1008A is the best scenario for this location and that work should proceed as scheduled for the upcoming construction season.

Motion #13-025

Roe Avenue – Right Turning Lane

Moved by Councillor Parrott and seconded by Councillor Blundon approval of the right turning lane from Roe Avenue onto Cooper as depicted in Drawing 13-1008A.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Tenders

The Committee reviewed the results of the tender for the **supply of an SUV and five pickup trucks**. The Committee asked for clarification as to why the vehicles were all included in the one tender as opposed to giving bidders the option of submitting for each individual vehicle. This item is referred to the Finance Committee for follow up.

The Committee reviewed the results of the tender for the **supply of cemetery grubbing**. Eight (8) tenders were received and the Director advises that even though the lowest of the tenders from Piercon Ltd was \$ 15,594.00 at approximately \$ 5000 over budget, the Municipal Works Committee is recommending moving forward with the project as they felt that is was a good bid. If at the end of the construction season, the capital works budget is over, the scheduled projects will be adjusted to compensate for the difference.

This item is forwarded to the Finance Committee for its consideration.

Plan Amendment-Spruce Court

The Committee reviewed an application to rezone two parcels of land in the Spruce Court Development. The application is to consider rezoning an area adjacent to the proposed Phase 12 Development and an area between Bondar, Hobbs and Howe Streets. Both of these areas are currently zoned Open Space Recreation (OSR).

It is Council's intention to re-zone these areas to Residential Medium Density (RMD) to allow development for residential use. An open house will be scheduled for Thursday, Feb. 28, 2013 commencing at 2 pm in Council Chambers.

Motion # 13-026**Plan Amendment – Spruce Court**

Moved by Councillor Parrott and seconded by Councillor Scott that the Engineering Department be given permission to proceed with an amendment process of our Municipal Plan and Development Regulations to re-zone a parcel of land adjacent the proposed Phase 12 Land Development and a parcel of land between Bondar, Hobbs and Howe Streets from Open Space Recreation (OSR) to Medium Density (RMD).

In Favour: 5 Opposing: 0

Decision: Motion carried.

91 Byrd Avenue-Sewer backup invoice

The Committee reviewed an invoice submitted by the resident of 91 Byrd Avenue who had a sewer blockage at this property.

The incident did fall under the Town's policy for reimbursement for \$ 250 to help cover the cost of a private plumber to assess the situation.

The resident did however urge Council to re-visit the policy as they felt the compensation amount didn't accurately reflect the cost they incurred to have this scope of work carried out.

The Director advised and the Committee agreed that the policy is adequate and no changes to it are required.

F. Finance & Administration Committee:

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

The Finance & Administration Committee was held on January 31, 2013. The meeting was chaired by R. Anstey, Councillor. Other members present included; S. Oram, Councillor; G. Brown, Director of Finance; J. Turner, Chief Administrative Officer.

The following items were discussed:

Energy Renewal and Sustainability Request for Proposals

At the last Council meeting the motion to award an RFP to conduct an Energy Saving Project was deferred and the matter was referred to Finance to determine the amount of the penalty that the Town would have to pay in the event Council decided not to proceed after Honeywell had completed its engineering study.

The Committee reviewed a copy of a letter of intent which was supplied by Honeywell which would be required if Honeywell were the successful proponent. There was no requirement to specify a penalty clause in the RFP as this would be part of the letter of intent that would be required by Honeywell before the project was started.

Honeywell advises that the study of our operations and infrastructure will cost approximately \$125,000 and should they determine that there are potential savings and Council decided not to proceed, they would expect to be reimbursed for the major portion of their study and the penalty would be \$95,000. At that point, Council would obtain ownership of the information and could proceed to borrow and contract these services. Should their study determine that there is no opportunity for savings, there will be no penalty required.

Motion #13-027

Energy Renewal and Sustainability Request for Proposals

Moved by Councillor Scott and seconded by Councillor Parrott that the Energy Renewal and Sustainability RFP be awarded to Honeywell.

In Favour: 4 Opposing: 1 – Councillor Oram

Decision: Motion carried.

Operating Invoice for Approval

OPERATING

- | | |
|--|-----------|
| 1. Diamond Municipal Solutions | 21,421.61 |
| 00-120-1000-710, Annual Enhancement, DSI, MBS, Platinum support renewal fees | |
| Budget 53,300 Spent to date zero | |

Total operating invoice for approval \$21,421.61

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

Motion #13-028**Operating Invoice for Approval**

Moved by Councillor Scott and seconded by Councillor Parrott approval of the Operating invoice, as presented.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Councillor Scott left the meeting due to conflict of interest and Councillor Oram read the following item.

Central Newfoundland Waste Management Invoice

AS RECOMMENDED BY THE MUNICIPAL WORKS & SERVICES COMMITTEE JANUARY 29TH, 2013

2. Central Newfoundland Waste Management	22,800.00
00-430-1000-7008, collection fees for Dec, 2012	
Budget 250,800 Spent to date 70,790	

Total operating invoices for approval \$22,800.00

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

Motion #13-029**Central Newfoundland Waste Management Invoice**

Moved by Councillor Oram and seconded by Councillor Blundon approval of the invoice, as presented.

In Favour: 4 Opposing: 0

Decision: Motion carried.

Councillor Scott returned to the meeting.

Capital Investment Plans for Gas Tax Recipients

The Town has \$24,586 left unspent from its first four year allocation of Gas Tax Funding and the Province is asking for a Capital Investment Plan to support the expenditure of this amount.

Motion #13-030

Capital Investment Plans for Gas Tax Recipients Modification

Moved by Councillor Scott and seconded by Councillor Blundon that the Town apply to modify its Capital Investment Plan to allocate the balance of funds amounting to \$24,586 from the initial Gas Tax Agreement to the repaving of Cooper Blvd from the Airport/Cooper intersection heading south for 1000 metres.

In Favour: 5 Opposing: 0

Decision: Motion carried.

There is also \$384,500 remaining in our second allocation of Gas Tax Funding which expires in 2014. The initial intent under our Capital Investment Plan was to pave Airport from Cooper to Bennett with these funds. When we reviewed our five year Capital Plan, however, as part of the Budget Process, this section of road was not designated for pavement and it is not in that poor shape. Accordingly, the Gas Tax Funds have to be reallocated to another project and it is being recommended that they be allocated to repaving of a 1000 metre section of Cooper Blvd. from Airport Blvd. south.

Motion #13-031

Capital Investment Plan Reallocation of Funds

Moved by Councillor Scott and seconded by Councillor Blundon that the Town apply to modify its Capital Investment Plan for the Gas Tax to reallocate funds from Airport Blvd. to Cooper Blvd.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Councillor Oram questioned whether he was in conflict and it was the consensus of Council that he is not in conflict for the next item.

Tender – Cemetery Grubbing

The Finance Committee reviewed the tender for the Grubbing of the Cemetery which has been referred by the Municipal Works Committee. The Director advised that the tender meets the Town's Capital Expenditures Policy and is recommending approval.

Motion #13-032**Tender – Cemetery Grubbing**

Moved by Councillor Scott and seconded by Councillor Oram that tender for the Grubbing of the Cemetery be awarded to Piercon at a price of \$15,594 HST inclusive.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Tender - Full Size Pickup

The Finance Committee reviewed the tender for the supply of five light vehicles which has been referred by the Municipal Works Committee. As the lowest tender that meets specifications is over budget, the Finance Committee is recommending that this tender not be awarded. The number of vehicles being purchased will be reduced and another tender will be called.

Tender – SUV

The Finance Committee reviewed the tender for an SUV which has been referred by the Municipal Works Committee. The Director advised that the tender meets the Town's Capital Expenditures Policy and is recommending approval.

Motion #13-033**Tender – SUV**

Moved by Councillor Scott and seconded by Councillor Oram that the tender for an SUV be awarded to Jim Penney Ford at a price of \$28,787.88 HST inclusive.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Rental Fee for Baseball Field

The Committee reviewed a recommendation from the Recreation Committee that the Town waive the User Fee for teams planning on using the Baseball Field this year. They are hoping to start a new league and have asked Council to waive the fee to assist with the start up cost of the league.

Motion #13-034

Rental Fee for Baseball Field

Moved by Councillor Scott and seconded by Councillor Oram that the fee to use the Baseball Field be waived this year for the Gander Senior Baseball League.

In Favour: 5 Opposing: 0

Decision: Motion carried.

2013 Budget

The Director of Finance advised he had been contacted by Municipal Affairs regarding our 2013 Budget for Municipal Operating Grants (MOG). Council approved the budget which included the amount that had been received from Municipal Affairs for the MOG for the past two years. Municipal Affairs had increased all MOG's by 10% in the past two years and we are advised that no decision has been made on the level of grant for this year and our budget must be adjusted by \$32,800.

6. ADMINISTRATION

None.

7. CORRESPONDENCE

None.

8. NEW BUSINESS

Summer Hockey School

The Town called for Expressions of Interest for rental of ice at the Gander Community Centre from potential proponents for the provision of a hockey school or camp during the last week of August. Two proposals were received and the Parks and Recreation Committee is recommending entering into negotiations with highest bidder.

Motion #13-035
Summer Hockey School

Moved by Councillor Scott and seconded by Councillor Blundon that the Town enter into negotiations with Mr. Rick Sheppard to rent 90 hours of ice time at the Gander Community Centre for the purpose of providing a summer hockey school from August 23 to the 30, 2013. In addition to the normal requirement contained within the ice rental agreement, the contract must have a provision that the lessee will deposit 50% of the rental, or other security that is acceptable to the Town, upon signing of the contract. If there is a failure to obtain an ice rental agreement within a two week period from acceptance of the offer, Council wishes to proceed to negotiate an agreement with the second proponent, the Blizzard Hockey School.

Councillor Oram questioned the deposit of 50%. The Director of Finance advised that the last contract was a multi-year contract and a deposit of 20% was required.

Motion #13-036
Amendment to the Motion

Moved by Councillor Blundon and seconded by Councillor Parrott that the motion be amended to change the deposit to 20%.

In Favour: 5 Opposing: 0

Decision: Amendment carried.

Motion #13-037
Motion as Amended - Summer Hockey School

Moved by Councillor Scott and seconded by Councillor Blundon that the Town enter into negotiations with Mr. Rick Sheppard to rent 90 hours of ice time at the Gander Community Centre for the purpose of providing a summer hockey school from August 23 to the 30, 2013. In addition to the normal requirement contained within the ice rental agreement, the contract must have a provision that the lessee will deposit 20% of the rental, or other security that is acceptable to the Town, upon signing of the contract. If there is a failure to obtain an ice rental agreement within a two week period from acceptance of the offer, Council wishes to proceed to negotiate an agreement with the second proponent, the Blizzard Hockey School.

In Favour: 5 Opposing: 0

Decision: Motion carried.

9. ADJOURNMENT

Motion #13-038

Adjournment

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

In Favour: 5 Opposing: 0

Decision: Motion carried.

The meeting adjourned at 6:00pm.

Z. Tucker, Deputy Mayor

G. Brown, Town Clerk