

MINUTES

Regular Meeting of Council Wednesday, August 14, 2013 @ 4:30 pm Council Chambers

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

Advisory and Resource:	G. Brown	Town Clerk
	D. Deschamps	Director of Recreation & Community Services
	D. Chafe	Development Director
	G. Regular	Director of Municipal Works & Services (A)

Regrets:	S. Oram	Councillor
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1. CALL TO ORDER

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

2. VISITORS/PRESENTATIONS

None.

3. MINUTES FOR APPROVAL

Motion #13-197

Minutes for Approval

Moved by Councillor Scott and seconded by Deputy Mayor Tucker that the Minutes from the Regular Meeting of Council on July 24, 2013 be adopted as presented.

In Favour:	6	Opposing:	0
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Decision	Motion carried.
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4. BUSINESS ARISING FROM PREVIOUS MINUTES

Councillor Blundon advised that he would like to wait to deal with 19 Howe Street until an Engineering Study is done. Council agreed to put off dealing with the order for another three weeks.

5. REPORTS – STANDING COMMITTEES:

A. Public Safety and Human Resources Committee:

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

The Public Safety and Human Resources Committee meeting was held on August 6, 2013. The meeting was chaired by S. Oram, Councillor. Other members present included: A. Scott, Councillor; P. Fudge, Fire Chief; O. Fudge, Municipal Enforcement Officer.

The following items were discussed:

PUBLIC SAFETY

Nuisance Regulations – Use of Family Fireworks

The Committee again discussed whether the use of family fireworks should be permitted in the community and could not come to a consensus. The Committee felt that they would like to have more information on what other municipalities have in place before making a recommendation to Council. The Fire Chief will check with other towns in the province and report back to the Committee.

Noise Complaint

The Committee received a letter from a resident regarding the church on the corner of Magee Road and Penwell Street conducting outdoor services. The complaint was that they felt that it was too noisy and they should not have to be subjected to this type of what they considered to be noise pollution. The Committee was notified that the church was compliant with the current regulations and as such no action could be taken. The Municipal Police will however have a discussion with the clergy of the church and ask that the volume of the service be lowered with the hope that this will help the residents in the area.

Parking on Hamilton Street

The Committee received a letter from a resident on Baldwin Street regarding the parking of vehicles on the sidewalk on the turn on Hamilton Street. The resident was concerned that this was dangerous for the foot traffic using the sidewalk and made it difficult for drivers approaching the turn because it restricted the flow of traffic.

The Committee was advised that the streets are designed as per the Transportation Association Canada (TAC), but will have the Municipal Police monitor the situation and issue tickets as per the current regulations.

Silent Witnesses Memorial Site

The Committee received a letter from a resident regarding money left at the Silent Witnesses Memorial Site. The resident stated that when he was at the site he noticed quite a bit of money was left in and around the memorial and that someone should go there and pick it up before the money goes missing. The Municipal Police has visited the site at different times and have not noticed any significant amount of money at the site. They will continue to monitor the Memorial and if required will take the money and bring it to the Town Hall.

Backyard Swimming Pools

The Committee was advised that there have been concerns raised regarding the use of swimming pools in resident's back yards. Because of this increase the Committee would like to take this opportunity to remind the residents about the dangers of leaving these pools unattended. Council has regulations in place for the use of swimming pools and hot tubs and wishes to remind its residents that if they are planning on installing pools or hot tubs to drop by the Town Hall for a copy of the regulations.

Variance Report

The Committee reviewed the variance reports for both the Police and Fire Departments. It was noted that the Fire Department equipment repair budget was over due to the repair of the pressure washer and portable radios. The Police Department was over budget on the purchase of a second radar as a backup in the event that the first one had repair issues. The Committee forwards the variance report to the Finance Committee for their review.

B. Parks & Recreation Committee:

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

The Parks and Recreation Committee was held on August 7, 2013. The meeting was chaired by D. Blundon, Councillor. Other members present included: A. Scott, Councillor; Z. Tucker, Deputy Mayor; D. Deschamps, Director of Recreation and Community Services; B. Freeborn, Administrative Assistant.

The following items were discussed:

Invoice

The Committee reviewed the second invoice from Ron Fougere for the Multiplex Feasibility Study. The Committee is not prepared to recommend payment at this time until further reports are received.

Policy

The Use of Air Horns Policy was reviewed and the committee is recommending adopting this policy. Under the policy the use of air horns will be banned at the Community Centre.

The Use of Air Horns Policy as attached is presented to Council for the first reading.

Funding Requests

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

<u>Group</u>	<u>Event</u>	<u>Participants</u>	<u>Funding</u>
Ambassador Program			
Sarah Brown	Special Olympics – Canada Games	1	\$125
Owen Whalen	Atlantic Firefit Combat Challenge	1	\$500

Variance Report

The Committee reviewed the variance report and the Department is within budget. The Director noted that he expects the building and maintenance accounts to be over budget this year as the Department has been doing a lot of preventive maintenance.

The Building Supervisor and the town's Maintenance Planner will be working on a plan for this maintenance for the future.

The variance report is forwarded to the Finance Committee for their review.

Land Request – 20 Rowsell Boulevard

A letter from a resident asking to purchase a parcel of land next to 20 Rowsell Boulevard was reviewed. The Department is currently reviewing all trails and walkways in town and are not prepared to make a recommendation until this report is complete.

Green Space – Cheshire and Hornell

Correspondence was received from a resident indicating that they felt the green space between Cheshire and Hornell was underutilized and is asking that the land be made more aesthetically pleasing and provide a usable space.

The Committee asked the Director to check with the Municipal Works Department to see if they could clear the area to make it a flat surface when resources are available.

Stewardship Association of Municipalities

The fall meeting of the Stewardship Association of Municipalities is being held in Carmanville from September 6-7, 2013. The Chair and Director will be attending the meeting.

Community T’Railway

Council discussed the trail near Gander Toyota and the need to reroute this trail due to business development in the area. The Deputy Mayor and Director reviewed the area and thought the best solution would be not to reroute the trail. They suggested ending the trail just behind Dominion. Patrons would still be able to connect to other trails but it would just be a longer route.

The Committee agrees with this recommendation and would like to put a trail closed sign at the area just behind the Dominion store.

Motion #13-198

Community T’Railway

Moved by Councillor Blundon and seconded by Councillor Scott that the Community Trail be modified to end at the area just behind the Dominion store.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Gander Senior Flyers 2013-14 Season Agreement

Town representatives met with the Flyers to discuss the financial/logistics agreement for the coming season. Last season the Town of Gander had a deficit over \$5,000 due to expenses which were incurred mostly from ticket fees and visa & debit costs.

At the meeting with the Flyers, the Department asked that a \$1 service charge be added to all Flyers game tickets sold to cover this deficit. Also, due to an increase in staffing wages and ice rates, the charge per game would increase from \$1,300 to \$1,450.

Since that meeting the Flyers wrote asking that the agreement from last year remain in place for this coming season with no increase in fees. They noted that they are a volunteer based organization with no one on the Board receiving any compensation from the team. This season they need to stream line their costs and utilize their funds in a way to increase their competitiveness in the league. They are asking that Council take into consideration the return the Town of Gander receives in the form of entertainment, community pride and extra business brought to the Town.

The Committee discussed the Senior Flyers request and agreed with the Director that the charge per game should be increased to \$1,450 per game due to the increase in staff wages and ice rates. This is referred to the Finance Committee for their consideration.

Open Space Areas Across from Fire Hall

Councillor Anstey stated that we cleared this area up in the spring and asked if there are any further plans to hydroseed or topsoil the area. The Director of Recreation & Community Services advised that there are none for this year and was asked that we look into it for next year.

C. Economic & Social Development Committee:

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

The Economic Development Committee meeting was held on August 7, 2013. The meeting was chaired by Z. Tucker, Deputy Mayor. Other members present included: G. Parrott, Councillor; D. Blundon, Councillor; D. Chafe, Development Director.

The following items were discussed:

Land Sales Policy

Department staff presented the Committee with a revised Land Sales policy. The revisions were intended to address the sale of commercial back land and clarify requirements for the transferring of the deed/ ownership of the land.

The Committee agreed with the changes to the sale of back land but not the transfer of deeds. The Department has been directed to make additional changes and present the policy again at the next committee meeting.

Tight Lines Consulting

The Committee reviewed an invoice from Tight Lines Consulting for work completed on an opportunity viability study for the establishment of a new aeroplex facility. Work on the study has been completed and all deliverables received as per contract requirements. The study was commissioned to better understand the current and future infrastructure needs required to support the growth of the local aerospace industry. The total cost of the study was \$15,460.40 which is \$539.60 under budget.

This item has been referred to the Finance and administration committee from review and recommendation to Council.

Health and Community Services

The Government of Newfoundland and Labrador recently announced that \$2.3 million will be used to add new healthcare equipment and technology at the James Paton Memorial Health Centre and upgrades at Lakeside Homes. The funds will be used to purchase a glucose testing machine, a pulmonary function machine and a new 3D ultrasound unit for the hospital and new flooring and over-bed tables at Lakeside Homes. The Committee was pleased to see the Provincial Government's continuing commitment to healthcare in our region.

Junior Achievement

Junior Achievement of Newfoundland and Labrador has submitted a request that Council make a donation towards its 2013 program. In previous years Council has donated \$600 to the organization and this has been budgeted again for 2013. The Committee believes that that the programs offered by Junior Achievement are important to the community and help youth develop skill that will ultimately benefit our community.

New Street Names

The Department presented the Committee with four new names to be added to the list for future street names in Gander. These are:

- BLANDFORD (Samuel Blandford)
- PENNEY (Phyllis Penney)
- TIBBO (Frank Tibbo)
- WARD (Max Ward)

All street name nominees have been approved by Gander Fire Rescue and deemed qualified by the North Atlantic Aviation Museum.

Motion #13-199 New Street Names

Moved by Deputy Mayor Tucker and seconded by Councillor Parrott that the names Blandford, Penney, Tibbo and Ward be added to the list of future street names.

In Favour: 6 Opposing: 0

Decision: Motion carried.

35 Baird Place, Extension Request

Sun Holdings Limited has requested an eighteen month extension to their purchase option for land at 35 Baird Place. The company cites delays associated with their purchase of an adjacent piece of land as reason for their request. After reviewing the circumstances which led to the request, the Committee is prepared to recommend that Council grant the eighteen month extension as requested.

This item has been referred to the Finance and Administration Committee for consideration and recommendation to Council.

30 Carr Crescent, Extension Request

P5 Investments Inc. has requested a three month extension to their purchase option for land at 30 Carr Crescent. The company experienced delays in meeting its first floor completion but has provided additional information indicating that construction is set to commence with a finish date of the end of October. The Committee is prepared to recommend that Council grant the three month extension as requested.

This item has been referred to the Finance and Administration Committee for consideration and recommendation to Council.

10 Carr Crescent, Extension Request

Triumph Investments Limited is requesting an extension of its deadline for first floor completion at 10 Carr Crescent. The company cites recent changes to the Town's commercial landscaping policy and its effect on the projects' budget as the reason for the delay.

The Committee reviewed and discussed the request. The company has had thirty six (36) months to complete their development, thirty of which were prior to the adoption of the new regulations. The Committee does not recommend approval of the extension request.

This item has been referred to the Finance and Administration Committee for consideration and recommendation to Council.

Variance Report

The Department presented its second quarter variance report. The report indicates that the department is on budget with only minor variances in workplace health and safety premiums, business travel expenses and consulting fees. The Department's annual budget is \$339,600 with \$155,090 spent as of June 30th.

D. Tourism Committee:

The Tourism Committee report was presented by Councillor Parrott.

The Tourism Committee meeting was held on August 7, 2013. The meeting was chaired by G. Parrott, Councillor. Other members present included: R. Anstey, Councillor; D. Blundon, Councillor; K. Sceviour, Special Events Coordinator.

The following items were discussed:

Destination Gander MOU

A meeting with the Executive of Destination Gander will be set up within the next two weeks to discuss the proposed Memorandum of Understanding. Destination Gander had requested a meeting a couple of days before the Festival; however, the advisory staff person was unavailable.

Festival of Flight

A brief discussion took place regarding the Festival of Flight and some recommendations for 2014. The department staff will be having a debriefing session on Monday, August 12 and will present their recommendations and ideas for 2014 to the Festival of Flight Committee at a separate meeting.

We would like to encourage anyone who has any ideas, suggestions or comments that would assist us in planning for next year's Festival, to please send them in over the next couple of days by visiting the Town's website - www.gandercanada.com and completing the online comment form. Please select "Special Events" under "Help Topic" and enter Gander as the street address. All names will be kept strictly confidential.

The Festival Committee would like to extend a huge thank you to everyone who participated in the 27th edition of the Festival including those who attended the events, local groups who organized events and our Corporate Sponsors whose support means so much. Congratulations to the Town Staff who worked diligently to ensure the Festival was fun for everyone!

Canada Day

The Canada Day celebrations held at the Town Square on July 1st were a great success with over 1,500 people in attendance. The Committee would like to thank the various organizations who had booths at the event and the Gander Co-op for sponsoring the Bike Rodeo. A report on the event and recommendations for 2014 is being compiled by the Event Staff.

Variance Report

The Committee reviewed the variance report and noted some overages in the wages and benefits. The Event Coordinator will speak to the Finance staff regarding the reasons for this and present the findings at the next meeting.

HNL Conference

The Committee received an email from Hospitality Newfoundland and Labrador announcing Gander as the chosen site for their 2014 Conference and Tradeshow. The conference will take place from February 26-28, 2014 and will showcase tourism operators from across the province.

Upcoming Events

Upcoming events in the Town during the month of August include the following:

Aug 9 – 23: Hockey Newfoundland & Labrador High Performance Camp
Aug 9 – 11: Pepsi Pee Wee AAA Baseball Tournament
Aug 17 - 18: Subway Kids of Steel & Adult Triathlon
Aug 23 – 30: Flyers Hockey School

For any information regarding the events listed, please contact the Events Office at 651-5958.

E. Municipal Works & Services Committee:

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

The Municipal Works & Services Committee was held on August 7, 2013. The meeting was chaired by R. Anstey, Councillor. Other members present included: D. Blundon, Councillor; G. Parrott, Councillor; J. Blackwood, Director of Municipal Works & Services; J. Boland, Planning & Control Technician.

The following items were discussed:

340 and 360 Garrett Drive

The Committee had a discussion on adjoining properties at 340 and 360 Garret Drive who are experiencing operational problems due to the nature of the businesses and their proximity to each other. Both business owners have expressed their concerns about the type of operations being conducted near their location and the effect it is having on their specific businesses.

Mr. Boland gave the Committee an overview of the history of those properties including a rezoning that had taken place and the impact it had on each business. The Committee is requesting an update from the Town Clerk on non-conformances to the site development proposals and the Director advised that he would forward this to the Finance Committee for their review and bring that report back to the Municipal Works Committee.

John Boland left the Committee meeting.

HBB Application-32 Bennett Drive

A Home Based Business application has been received from **C&C Whitebird Electric Inc.** located at 32 Bennett Drive.

WHEREAS an application has been received for the purpose of electrical contracting for residential, commercial, and industrial electrical consulting, which falls within the standards for the Home Based Business Regulations,

AND WHEREAS the application has been advertised with no objections received by the deadline date and meets all the Town of Gander's zoning requirements

Motion #13-200

HBB Application – 32 Bennett Drive

Moved by Councillor Anstey and seconded by Councillor Scott that *C & C Whitebird Electric Inc.* be permitted to operate an electrical contracting business from 32 Bennett Drive as presented.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Invoices for Approval

The Committee reviewed 5 (five) invoices and the Director advised the Committee that all goods and services have been received and meet the Town's specifications.

The Committee recommends that the invoices be paid and forwards them to the Finance Committee for its consideration.

Development Regulation Amendment #10

As requested by Council, the proposed Development Regulations Amendment # 10, 2013 is now ready for adoption and approval.

This amendment proposes to remove the maximum building footprint of 1850 square metres from the conditions of the *Commercial General* zone.

An Open House/Public Consultation was held on July 30, 2013 at the Town Hall. There were no attendees, exclusive of staff and no concerns related to the proposed amendment were raised during the Public Consultation.

Motion #13-201

Development Regulation Amendment #10 – Section 16(i)

Moved by Councillor Anstey and seconded by Councillor Blundon that the proposed Development Regulations Amendment # 10, 2013 be adopted under Section 16(i) of the Rural and Urban Planning Act.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Motion #13-202

Development Regulations Amendment #10 – Section 23

Moved by Councillor Anstey and seconded by Councillor Blundon that Development Regulations Amendment # 10, 2013 be approved under Section 23 of the Urban and Rural Planning Act 2000.

In Favour: 6 Opposing: 0

Decision: Motion carried.

NL Power-AutoCad Information Request

The Committee reviewed a request from NL Power for information from the Town of Gander's GIS, specifically the base map with cadastral, poles and easements. The Director advised that he was reluctant to release these drawings for the following reasons;

- They were developed over time at a significant cost to the Town
- Once distributed, these AutoCAD drawings can be readily copied, edited and redistributed.
- The accuracy of the information contained within these drawing is difficult to guarantee and there is a potential issue of Town liability for those receiving the information.

However, the background imaging could be forwarded if this was satisfactory to NL Power. The Committee agrees with this recommendation and NL Power will be notified of Councils' decision.

Garbage and Refuse Regulations-Review

The Garbage and Refuse Regulations were reviewed by the Director and the Supervisor of Municipal Works in collaboration with the Media Coordinator for the Town and the Manager of the Central Waste Management Authority.

This review was completed in an effort to bring the regulations in line with the contract that was signed between the Town and Central Waste and to ensure the information contained within the document and our website accurately reflects the operational requirements.

These changes are presented for the first reading of Council. Any objections or concerns should be submitted to the Municipal Works Department for review by **August 23rd, 2013**.

Land Request- 20 Rowsell Boulevard

The Committee reviewed a request for land adjacent to the property at 20 Rowsell Boulevard. The Director advised that there were no concerns from the Municipal Works perspective in terms of the sale of the piece of land. However, he did advise that this was a potential access to green space at the rear of the property and that it should be forwarded to the Parks and Recreation Committee for further consideration under their comprehensive trailway development plan.

Following their assessment, the homeowner should be notified of their decision.

Septic Tank Pumping

The Committee reviewed the Town of Gander *Policies and Procedures for Septic Tank Pumping* noting that the Municipal Works Department provides a service of pumping septic tanks on residential properties within the municipality.

These tanks can be pumped out once every 3 years, free of charge, provided a notice of 5 working days is provided to the Town of Gander. The Town currently has temporary access to the landfill facility on Gander Bay Road for the disposal of septic sludge until such time as the site has been remediated. The Supervisor of Municipal Works wishes to notify the residents availing of this service that the remediation of this facility is drawing near, and encourage them to have their tanks cleaned now. This will help alleviate additional cost to the Town of Gander by having to truck it to another facility outside town at a later date.

The Committee is also recommending that the Director write the Department of Municipal Affairs requesting that, not only an extension be given for use of that facility until the final closure of the site, but also the extension be granted until the facility at Norris Arm is ready to accept such waste.

Electronic Products Association

The Committee was advised that Electronic Recycling Services are now available for such items as desk top computers, computer paraphenalia, desktop printers, display devices, etc..

These items can be dropped off at Nova Recycling on Garrett Drive in Gander. Council wishes to encourage all residents to dispose of these items in a responsible manner by delivering to this facility rather than placing it at the curb with household garbage.

Clean Up Week

The Committee is now requesting that the Supervisor of Municipal Works now select the next clean up dates and the Committee is suggesting two more be held; one within the next few weeks, or whenever operations can permit, and the second later in the fall as per the normal schedule.

The dates have now been set as the September 16th and November 4th weeks.

Spruce Court Phase 6-Road Re-Alignment

The Committee reviewed a request from McCurdy Enterprises Limited for a road realignment affecting Phases 6 and 13 of Spruce Court. The realignment would see Penwell transformed into a bulb at the end with a turn around and Rowsell connecting to Rutan as a thoroughfare.

The Director advised that that the Engineering Department had reviewed the conceptual layout and has some concerns which they wish to bring forward for Council's consideration. The first is that Rutan was designed as a local street with a narrower right-of-way than required for a collector street and by connecting it Rowsell it would make it a potential thoroughfare. This could be addressed by placing "no parking" signs on Rutan and that there was also a connection on Payette which is designed as a collector street with a wider right-of-way.

The second concern was that it might have some impact on the residents who purchased property on Rutan and Payette in terms of the layout changes.

The third was the proposed realignment angle in connection into Rutan doesn't conform to any past or present Town of Gander accepted street design practice. However, after consultation with the Developers consultant, all parties felt that this could be addressed with an adjustment to the road. Once Council is in agreement with the conceptual layout, the developer will proceed to the design stage with those changes incorporated and present it to the engineering department for their review.

The Committee was in agreement with the request put forward and is recommending that the Director contact the Developer indicating that they should proceed with the design stage which can be forwarded to the Engineering Department for review and subsequent approval.

Variance Report Ending June 30, 2013

The Director noted some variances throughout the report without any major areas of concern, noting that the total Municipal Works budget at this period was \$ 27, 697.95 over budget.

The Committee is comfortable with the numbers presented and forwards this report to the Finance Committee for their review.

F. Finance & Administration Committee:

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

The Finance & Administration Committee was held on August 8, 2013. The meeting was chaired by A. Scott, Councillor. Other members present included: S. Oram, Councillor; R. Anstey, Councillor; G. Brown, Director of Finance.

The following items were discussed:

Invoices for ApprovalCAPITALAS RECOMMENDED BY THE MUNICIPAL WORKS & SERVICES COMMITTEE AUGUST 7, 2013

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|--|--------------|
| 1. LSG Construction Ltd. | |
| 01-000-0080-1862, Fire Training Center Smoke House | \$64,432.04 |
| Contract \$224,640 Spent to date zero | |
| 2. Tract | |
| 01-000-0080-1837, Cobb's Pond Development, Phase 1 | \$38,806.35 |
| Contract \$368,811 Spent to date \$280,118 | |
| 3. Mount Pearl Painting Ltd. | |
| 01-000-0080-1973, Water Reservoir Painting | \$155,906.10 |
| Contract \$551,880 Spent to date \$298,015 | |

OPERATINGAS RECOMMENDED BY THE ECONOMIC & SOCIAL DEVELOPMENT COMMITTEE AUGUST 7, 2013

- | | |
|--|-------------|
| 1. Tight Lines Consulting | \$15,460.40 |
| 02-600-5350-7380, 02-600-5380-7396, 00-600-1000-7210 (\$1296.00) | |
| Aeroplex Study | |
| Budget \$16,950 Spent to date zero | |

Total capital invoices for approval	\$259,144.49
Total operating invoices for approval	<u>15,460.40</u>
Grand total of invoices for approval	<u>\$274,604.89</u>

The Director of Finance advised that the invoices were within budget and met the policies of the Town of Gander.

Motion #13-203**Invoices for Approval**

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

In Favour: 6 Opposing: 0

Decision: Motion carried.

Vacuum Truck Tender

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

Motion #13-204**Vacuum Truck Tender**

Moved by Councillor Scott and seconded by Councillor Anstey that the Town award the tender for the purchase of a Vacuum Truck to Saunders Equipment Inc. at a cost of 334,650, HST inclusive.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Tender for Sale of Used Vacuum Truck

The Committee reviewed the tender results for the sale of the used vacuum truck for which two bids were received.

Motion #13-205**Tender for Sale of Used Vacuum Truck**

Moved by Councillor Scott and seconded by Councillor Parrott that the Town sell the used vacuum truck to H. Wareham & Sons Ltd. at a price of \$17,001 plus HST.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Gander Senior Flyers Rental Agreement

The Committee discussed the rental agreement with the Gander Senior Flyers for the upcoming season. It agrees with the recommendation being put forth from the Recreation Committee to add an extra \$150 per game to the rate.

Motion #13-206

Gander Senior Flyers Rental Agreement

Moved by Councillor Scott and seconded by Councillor Anstey that the Town charge the Gander Senior Flyers \$1,450 per game for the 2013/14 season.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Communications Policy

The Committee reviewed a communications policy that details how the Town will deal with its various types of communications. This policy is being put forward to consolidate numerous policies that we currently have dealing with various aspects of communications.

Motion #13-207

Communications Policy

Moved by Councillor Scott and seconded by Councillor Anstey that the Communications Policy be adopted as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Land Option – 10 Carr Crescent

The Committee reviewed the request to extend the land option for 10 Carr Crescent and the Development Committee's recommendation that the extension not be granted.

The Finance Committee agrees with Development Committee and is not recommending that an extension be granted on the 10 Carr Crescent land option.

Land Option – 35 Baird Place

The Committee reviewed the Development Committee's recommendation that an 18 month extension be granted on the land option for 35 Baird Place. Under their current agreement Sun Holding Ltd. is entitled to apply for the 18 month extension if they wish and they will be notified of this.

Land Option – 30 Carr Crescent

The Development Committee indicated the option to purchase land at 30 Carr Crescent expires at the end of August. The purchaser has already ordered the building to go on the site as they had thought the option expires at the end of October and provided documentation showing that the building has already been ordered.

Motion #13-208**Land Option – 30 Carr Crescent**

Moved by Councillor Scott and seconded by Councillor Anstey that the option on 30 Carr Crescent be extended for three months.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Interest Write Off

The Committee reviewed a list of outstanding interest charges which are being recommended for write off.

Motion #13-209**Interest Write Off**

Moved by Councillor Scott and seconded by Councillor Anstey that \$13,816.91 in interest be written off as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Variance Report

The Committee reviewed the operating variance report for the first six months of 2013. The current projection is the Town will have a deficit at the end of 2013 of \$117,891.

- Revenues are projected to be \$131,025 under budget. The main reason for this is the elimination of the Municipal Operating Grants by the Provincial Government which cost the Town \$360,900. Other than that revenues are over budget in various classifications.
- Expenses are expected to be \$86,044 over budget on a budget for the first six months of \$6.3 million.

The Committee reviewed the Capital Variance Report to the end of June. It is projected the Capital Budget will be \$66,000 under budget.

Collection Report

The Committee reviewed the Collection Report for the first six months of the year. It indicated collections are in line with previous years.

Councillor Scott left the meeting.

Central Newfoundland Waste Management Invoices

OPERATING

AS RECOMMENDED BY THE MUNICIPAL WORKS & SERVICES COMMITTEE AUGUST 7, 2013

- | | |
|---|-------------|
| 1. Central NL Waste Management | \$27,400.82 |
| 00-430-1000-7007, wet/dry unsorted garbage for July month | |
| Invoice number 11789, 11788 | |
| Budget \$367,500 Spent to date \$170,166 | |
|
 | |
| 2. Central NL Waste Management | \$22,800.00 |
| 00-430-1000-7008, collection fees for July month | |
| Budget \$273,800 Spent to date \$148,740 | |

Total operating invoices for approval	<u>\$50,200.82</u>
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The Director of Finance advised that the invoices were within budget and met the policies of the Town of Gander.

Motion #13-210**Central Newfoundland Waste Management Invoices**

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

In Favour: 5 Opposing: 0

Decision: Motion carried.

Councillor Scott returned to the meeting.

6. ADMINISTRATION**Municipal Election**

The Town Clerk advised that there will be a Candidate Information Session held on August 21st for anyone interested in running in the upcoming Municipal Election. Nomination days for the election are August 28th and 29th from 9:00 am to 4:00 pm at the Town Hall.

7. CORRESPONDENCE**House of Assembly**

The Town Clerk read a letter from the House of Assembly thanking Deputy Mayor Tucker for his service with the Town of Gander.

8. NEW BUSINESS**Appointment of Chief Administrative Officer**

The Hiring Committee is recommending the appointment of Mr. Derm Chafe as Chief Administrative Officer for the Town of Gander. More than 70 résumés were received of which 7 candidates were interviewed.

Mr. Chafe has over 13 years working in a Municipal Environment, of which the past 11 were spent as Director of Economic Development with the Town of Gander. Mr. Chafe has worked directly with Council and Senior Management and has knowledge of, and experience with the Town's operational, financial, planning, and development policies and procedures.

In addition to Municipal Government experience, Mr. Chafe has held positions in both the post-secondary and private sectors.

The hiring committee was pleased with quantity and quality of the applicants and felt that Mr. Chafe background as well as his experience working with the Town for the past 11 years will allow for a smooth transition into the new position.

Motion #13-211**Appointment of Chief Administrative Officer**

Moved by Deputy Mayor Tucker and seconded by Councillor Parrott that the Chief Administrative Officer position be awarded to Derm Chafe effective August 19, 2013.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Department Structure and Directors Position

Councillor Anstey left the meeting due to conflict of interest.

The Committee discussed how to address interim staffing requirements for the Department. In the absence of the Department's Director and with the Municipal Election just over a month away, the Committee is recommending that the Development Officer fill the Director's position on a temporary basis.

Motion #13-212**Department Structure and Directors Position**

Moved by Deputy Mayor Tucker and seconded by Councillor Parrott that the Development Officer be appointed to the Director's position in an acting capacity.

In Favour: 5 Opposing: 0

Decision: Motion carried.

The Department staffing and Director's position has been deferred to a Committee Meeting following the upcoming Municipal Election.

Councillor Anstey returned to the meeting.

9. ADJOURNMENT

Motion #13-213

Adjournment

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

In Favour: 6 Opposing: 0

Decision: Motion carried.

The meeting adjourned at 5:25pm.

C. Elliott, Mayor

G. Brown, Town Clerk