

MINUTES

Regular Meeting of Council Wednesday, January 17, 2018 @ 4:30 pm Council Chambers

Present:	T. Pollett G. Brown R. Anstey B. Dove P. Woodford	Deputy Mayor Councillor Councillor Councillor Councillor
Advisory and Resource:	D. Chafe G. Brown J. Blackwood N. Newell T. Barron A. Quilty R. Locke	CAO Town Clerk Director of Engineering Director of Recreation & Community Services Director of Municipal Works Fire Chief (A) Development Director
Regrets:	P. Farwell O. Fudge	Mayor Councillor

1. CALL TO ORDER

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

2. VISITORS/PRESENTATIONS

Christmas Parade Float Winners

The Gander Lions Club and Deputy Mayor Pollett presented the Santa Claus Parade awards to the following:

Commercial – NL Power

Non Commercial – Silver Jets Figure Skating Club

Family/Neighbourhood – Penwell Peanuts

2017 Art Procurement Program

This year's Art Procurement Program drew 8 submissions from 5 local artists consisting of original paintings in watercolour and acrylic, as well as a canvas photograph and a framed print. The selection process this year was especially difficult which speaks to the overall calibre of submissions. From those submissions, Council will be purchasing 7 pieces which most speak to our shared cultural and heritage.

The Committee would like to acknowledge the great work completed by all artists and hopes the 2018 program will be another success.

These latest purchases will be placed on public display in the lobby of the Town Hall throughout 2018.

Councillor Brown asked the following individuals to please come forward to accept their cheque for Council's purchase of your artwork.

Ms. Chloe Reid, Ms. Sandra Moss, Ms. Viola Luedee, Mr. Terry Abbott and Mr. Clayton Hann.

3. APPROVAL OF AGENDA

Motion #18-001

Approval of Agenda

Moved by Councillor Woodford and seconded by Councillor Dove that the Agenda for the Regular Meeting of Council on January 17, 2018 be adopted as amended.

In Favour: 5 Opposing: 0

Decision: Motion carried.

4. MINUTES FOR APPROVAL

Motion #18-002

Regular Minutes for Approval

Moved by Councillor Dove and seconded by Councillor Anstey that the Minutes from the Regular Meeting of Council on December 6, 2017 be adopted as presented.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Motion #18-003

Special Minutes for Approval

Moved by Councillor Woodford and seconded by Councillor Brown that the Minutes from the Special Meeting of Council on December 15, 2017 be adopted as presented.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Motion #18-004**Special Minutes for Approval**

Moved by Councillor Brown and seconded by Councillor Anstey that the Minutes from the Special Meeting of Council on December 21, 2017 be adopted as presented.

In Favour: 5 Opposing: 0

Decision: Motion carried.

5. BUSINESS ARISING FROM PREVIOUS MINUTES

None.

6. REPORTS – STANDING COMMITTEES:**A. Recreation & Community Living:**

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

The Recreation & Community Living meeting was held on January 8, 2018. The meeting was chaired by T. Pollett, Deputy Mayor. Other members present included: B. Dove, Councillor; O. Fudge, Councillor; G. Brown, Councillor; P. Woodford, Councillor; N. Newell, Director of Recreation & Community Services.

The following items were discussed:

Delegation – Gander Lake Adventure Trail Group

Representatives of the Gander Lake Adventure Trail Group met with the Committee to discuss plans for the Gander Lake Adventure Trail. There are a number of items to be addressed before the actual project begins including securing third party liability for the trail, a license to occupy agreement from all affected property and approval from the owners of property impacted by this trail. Environmental approvals are also required.

Phase 1 is approximately 15 kilometres long and will incorporate lands belong to the municipality, the Provincial Government and the Airport Authority. The group is considering incorporation, a status that would allow them access to government funding for this work.

The Committee was appreciative of the Adventure Trails Group's work to date and realizes there are a number of questions to be answered before proceeding with such a project including the issue of liability. Staff has been asked to seek advice on the Town's liability and report back to the Committee.

Cycling Group

The Director updated the Committee on the request from the Cycling Group to build a pump track and mountain bike park. The mountain bike trails would be on Town of Gander land behind the Chamber of Commerce Tourist Chalet and the group is not requesting funding from the Town of Gander. They are looking to have volunteers clear the trails for bicycle use. There would be no motorized vehicles permitted. The pump track project would also be completed by volunteers however there has not been a piece of land identified for this project. The Committee supports these projects but is asking the Director to follow up with the Cycling Group to ask which project they would like to complete first. Before a pump track project is completed land needs to be identified and approved by Council. There also needs to be a Memorandum of Understanding (MOU) discussed and signed between the group and the Town of Gander to ensure both parties agree to each project.

The Director updated the Committee on similar projects in Happy Valley Goose Bay as well as a legal opinion from the Town's Deputy Municipal Clerk who also indicated ensuring a MOU is completed before either project is to commence is crucial. The Committee has asked the Director to follow up with the Cycling Group on both projects.

Winter Carnival 2018

The Special Events Coordinator updated the Committee on plans for Winter Carnival 2018. It is scheduled for Friday, February 23rd & Saturday, February 24th. An email has been sent out to various organizations inviting them to submit an event during Winter Carnival. There will be events for kids, families and seniors. More information will be made available to the public when plans are finalized. Anyone wishing to participate can call 709-651-5927 or email recreation@gandercanada.com.

Soccer Facility and Multiplex Facility

The Committee discussed forming a Steering Committee to begin working on the proposed soccer/track and multiplex facilities as outlined in the 2018 budget. The Committee feels that there should be one Committee for both facilities as there may be overlap with land selection, use of shared facilities and user groups in both projects. The Director advised that she will work on setting up a meeting in the coming weeks.

Community Healthy Living Fund

The Director advised the Committee that applications are being accepted for the Provincial Government Healthy Living Fund which is due January 31, 2018. The Department will be submitting an application for programming as well as recreation infrastructure upgrades. This funding is designed to help support and deliver physical activity programs and or/healthy eating.

The infrastructure funding is designed to retrofit and renovate existing facilities that are used for recreation and sport as well as improve safety and increase inclusion. The Department will prepare the applications.

Gander Minor Hockey – Matthew Sargent Ice Time Request

A request from the Gander Minor Hockey Association was submitted to Council for the donation of ice time for the Matthew Sargent tournament. This is no longer required as the Association will be allocating their current ice time donation from Council to this tournament. A further discussion took place on these types of requests. It has been directed in the past that the Department not provide free ice time to users of the facility without approval from Council. The Director advised that this is an item that can be developed into a policy for the Department to use.

Community Partnership Fund

The Director advised that the Community Partnership Fund applications are being accepted and are due on February 1st. The Community Partnership Fund is a grant to offer financial assistance to charitable, non-profit and recognized public service organizations within the Town of Gander. She advised the Committee that the policy states that the Special Review Committee for the applications consists of one member of the Town's Senior Management team, the Supervisor of Accounting, the Youth representative on Council and a member of the general public.

She also explained that the Review Committee will submit its recommendations to the Recreation and Community Living Committee for consideration and recommendation to Council. The Director also advised that in the policy it indicates that the policy is issued by the Governance & Community Engagement Committee which needs to be changed to Recreation & Community Living. The Committee agreed with these recommendations.

Community Garden Letter

A letter has been received from the Community Garden Committee regarding their original land request for the Community Garden expansion at the corner of Penney Avenue and Magee Road. This letter has been referred to the Engineering Committee for their consideration.

Upcoming events

- | | |
|------------------|--|
| a) Jan 19-21 | - Matthew Sargent Midget Tournament |
| b) Jan 20 | - Gander Flyers vs. Grand Falls-Windsor Cataracts |
| c) Jan 26- Feb 2 | - Gander Minor Hockey Coop Bantam Tournament |
| d) Feb 2-4 | - Gander Minor Hockey Mary Brown's Peewee Tournament |

B. Public Safety & Protective Services Committee:

The Public Safety & Protective Services Committee report was presented by Councillor Woodford.

The Public Safety & Protective Services Committee was held on January 9, 2018. The meeting was chaired by P. Woodford, Councillor. Other members present included: T. Pollett, Deputy Mayor; B. Dove, Councillor; G. Brown, Councillor; P. Farwell, Mayor; O. Fudge, Councillor; R. Anstey, Councillor; A. Quilty, Fire Chief (A); W. Jenkins, Municipal Officer in Charge; L. Small, Administrative Assistant.

The following items were discussed:

ATV Bylaws

After reviewing previous council minutes back to 1986, regarding ATV regulation changes, the Municipal Officer in Charge (OIC) presented several proposed changes and updates to the document beginning with the definitions. There are some sections that are missing information or maps and revisions are needed to enable officers to enforce the current regulations properly and more efficiently.

A lengthy discussion ensued on the use of ATV's on town streets and the Deputy Municipal Clerk was asked to join the meeting to clarify liability issues.

There appears to be conflicting Acts of the Provincial Government regarding the use of these vehicles within Town limits and the Town of Gander cannot implement regulations that would conflict with the Highway Traffic Act or the Motorized Snow Mobile and All-Terrain Vehicle Act. It became apparent that a separate meeting would be required to deal with any and all changes to the ATV Regulations.

The Chair asked that all of Council review the proposed changes to the document as presented.

The Public Safety and Protective Services Committee recommends to Council that a new sub-Committee be formed by the Mayor and new members selected at the next Council meeting.

School Bussing- 1.6 Kilometer Rule

Deputy Mayor Pollett advised she had received an email with a request to meet with the Committee regarding the new 1.6 kilometer bussing rule. This Committee already has a delegation scheduled for its next meeting which would delay the request by several weeks. It was suggested that the email be sent to the Town office for circulation and forwarded to the Municipal Works Department to meet with the resident.

Crosswalk Request- Cooper/Memorial Intersection

The Committee reviewed a request for the installation of a crosswalk at the intersection of Cooper Boulevard and Memorial Drive. The resident frequently walks this area and would like to see a crosswalk at this location similar to the ones installed at Raynham/Briggs/Cooper and Rowsell/Penney/Magee.

The Committee would like to have input from the Engineering Department and review traffic study recommendations before making any final recommendation to Council. This item will be forwarded the Engineering Department and an update will be provided at the next Committee meeting.

C. Public Works & Services Committee:

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

The Public Works & Services Committee meeting was held on January 10, 2018. The meeting was chaired by O. Fudge, Councillor. Other members present included: R. Anstey, Councillor; B. Dove, Councillor; P. Woodford, Councillor; G. Brown, Councillor; T. Barron, Director of Municipal Works & Services; G. Whitt, Administrative Support Clerk.

The following items were discussed:

Garbage and Refuse Regulations - 2nd Reading

The Committee reviewed the proposed changes to the Garbage and Refuse Regulations. The changes, as indicated, will bring the current regulations up to date and includes the following:

- Add the definition of Enforcement Officer
- Add the definition of Container
- Differentiate between Container and Receptacle
- Removing 4 (b) and 5 (e) regarding the placement of containers and replacing with 4 (d) which defines types of receptacles and their placement
- Updated the capacity of the containers as per CNWM Regulations
- Minor grammatical and numerical corrections

This is the second and final reading of the proposed changes to the Garbage and Refuse Regulations.

Motion #18-005**Garbage and Refuse Regulations – 2nd Reading**

Moved by Councillor Anstey and seconded by Councillor Brown that the proposed changes to the Garbage and Refuse Regulations be accepted as attached.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Salt Shed

The Director informed the Committee, the proposed drawing for the construction of a new salt shed is outside the Town's commercial accessory building regulations. It was suggested a request for Council's discretion be submitted to permit the construction of this building.

The Committee agrees and forwards this item, along with a request to waiver any fees, to the Engineering Department for consideration and recommendation to Council.

Multi Material Stewardship Board (MMSB) Funding - Community Waste Diversion Program

The Director informed the Committee a proposal for MMSB Funding has been submitted under the Community Waste Diversion Program. This is a program for communities interested in pursuing ideas to reduce, reuse or recycle solid waste.

There are three programs that we can expand with funding from MMSB, and they include the following:

- **Paper Bags** - Transporting leaves and grass to the compost site using paper bags.
This will allow residents to discard the leaves and grass on site without having to remove it from the bags, eliminating the amount of plastic bags that are currently disposed of at the landfill site.
- **Organic Composter** - Composting of kitchen waste.
This will allow residents to discard all table scraps that are currently disposed of as regular household garbage. This will provide nutrient rich compost for both residents and the Town to avail of.
- **Chipper** - Chipping of branches and trees.
This will allow a portion of the trees and branches discarded to be chipped and made available as mulch for both residents and the Town to avail of.

The Committee agrees with the benefits of all proposals, and if either is awarded, it will be an asset to our current waste diversion efforts.

D. Development, Tourism & Culture Committee:

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

The Development, Tourism & Culture Committee meeting was held on January 10, 2018. The meeting was chaired by G. Brown, Councillor. Other members present included: T. Pollett, Deputy Mayor; R. Anstey, Councillor; P. Farwell, Mayor; P. Woodford, Councillor; O. Fudge, Councillor; B. Dove, Councillor; R. Locke, Development Director; D. Quinton, Economic Development Officer.

The following items were discussed:

HBB Application- 4 Hawker Crescent

The Committee reviewed an application from 4 Hawker Crescent.

WHEREAS an application has been received from “Coldwell Banker Pro Company” to operate a home-based office for residential real estate services.

AND WHEREAS the advertising and discretionary use notices were posted with no formal objection received by the deadline date of November 9th, 2017 and it meets all of the Town of Gander’s Development Regulations.

Motion #18-006**HBB Application – 4 Hawker Crescent**

Moved by Councillor Brown and seconded by Councillor Anstey that “Coldwell Banker Pro Company” be permitted to operate a home-based office for residential real estate services from 4 Hawker Crescent.

In Favour: 5 Opposing: 0

Decision: Motion carried.

HBB Application- 44 Cochran Street

The Committee reviewed an application from 44 Cochran Street.

WHEREAS an application has been received from “Lacey’s Clip N’ Dip” to operate a one client home-based personal service dog grooming business.

AND WHEREAS the advertising and discretionary use notices were posted with no formal objections received by the deadline date of November 13th, 2017 and it meets all of the Town of Gander's Development Regulations.

Motion #18-007**HBB Application- 44 Cochran Street**

Moved by Councillor Brown and seconded by Councillor Woodford that "Lacey's Clip N' Dip" be permitted to operate a one client home-based personal service dog grooming business from 44 Cochran Street.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Qalipu meeting request

The Committee reviewed correspondence from the Glenwood Ward Councillor of the Qalipu First Nation.

The correspondence indicated an immediate interest from the Qalipu First Nations to obtain a physical presence in Gander which could potentially see the establishment of a mixed use office offering a number of services to both band members and the greater Community.

The Ward Councillor requested a meeting with the Committee to discuss this idea and any potential partnering opportunities to move this initiative forward.

The Committee expressed interest in this opportunity and asked the Director to contact the Ward Councillor to attend the next Committee meeting as a delegation.

2017 Art Procurement Program Winners

This year's Art Procurement Program drew 8 submissions from 5 local artists consisting of original paintings in watercolour and acrylic, as well as a canvas photograph and a framed print. The selection process this year was especially difficult which speaks to the overall calibre of submissions. From those submissions, Council will be purchasing 7 pieces which most speak to our shared cultural and heritage.

The Committee would like to acknowledge the great work completed by all artists and hopes the 2018 program will be another success.

Gander Heritage Advisory Committee Meeting Minutes

The Committee reviewed the Minutes of the November 16th, 2017 meeting of the Gander Heritage Advisory Committee (GHAC).

The Committee is pleased with the progress and commitment of the Heritage Advisory Committee and is looking forward to receiving further information regarding a proposed work plan which would outline the following: work completed to date, future plans, projected activities, timelines and any anticipated requests/commitments from Council.

In addition to the work plan, the Committee is excited that the GHAC is looking into the possibility of becoming incorporated as well as the liability and future sustainability of the Aviation History Trails completed during Phase 1 of the project.

E. Engineering, Planning & Controls:

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

The Engineering, Planning & Controls Committee meeting was held on January 11, 2018. The meeting was chaired by R. Anstey, Councillor. Other members present included: O. Fudge, Councillor; P. Woodford, Councillor; B. Dove, Councillor; T. Pollett, Deputy Mayor; J. Blackwood, Director of Engineering; J. Hillier, Administrative Assistant.

The following items were discussed:

Delegation – Civic Enhancement Committee

The Committee met with representatives from the Civic Enhancement Committee regarding the Town of Gander's Residential Landscaping Regulations. Civic Enhancement is recommending to Council, that it amend its Residential Landscaping Regulations to include the requirement for the placement of at least one tree on any new or renovated property within town moving forward.

The Committee was in agreement and requested the Engineering Department work with town staff and the Civic Enhancement Committee on suitable species and location on residential lots and that the recommended regulation change be brought forward at the next round of meetings for its first reading.

To ensure compliance the Committee is recommending that a deposit be paid by the permit holder, at the time a building permit is issued, and that it be refunded once an inspection confirms the tree has been planted.

Plan Amendment – Eastgate

As requested by Council, the proposed Municipal Plan Amendment # 21, 2017 and Development Regulations Amendment # 27, 2017 is now ready for adoption.

This amendment proposes to re-zone a land parcel adjacent to Briggs Street and Cooper Boulevard, currently zoned **Commercial General and Open Space Conservation** to a **Residential Medium Density (RMD)** land use designation.

An Open House was held on November 30, 2017 in the Council Chambers at the Town Hall. There were 4 attendees, exclusive of staff.

Motion #18-008

Plan Amendment – Eastgate – MPA #21 & DRA #27, 2017

Moved by Councillor Anstey and seconded by Councillor Woodford that the proposed Municipal Plan Amendment # 21, 2017 and Development Regulations Amendment # 27, 2017 be adopted under Section 16(I) of the Rural and Urban Planning Act.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Plan Amendment – Airials Gymnastics

Municipal Plan Amendment # 19, 2017 and Development Regulations Amendment # 25, 2017 is now ready for approval by Council.

This amendment proposes to re-zone the property situated at 10 Carr Crescent, currently zoned **Industrial General** to **Commercial General**. The re-zoning will permit the development of a Gymnastics facility.

The required advertising and provincial review has been completed. A Public Hearing was scheduled for December 12, 2017 at the Town Hall. No objections were received by the deadline date and the hearing was cancelled.

Motion #18-009

Plan Amendment – Airials Gymnastics – MPA #19 & DRA #25, 2017

Moved by Councillor Anstey and seconded by Councillor Dove that Municipal Plan Amendment # 19, 2017 and Development Regulations Amendment # 25, 2017 be approved under Section 23 of the Urban and Rural Planning Act 2000.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Plan Amendment – SPCA

Municipal Plan Amendment # 20, 2017 and Development Regulations Amendment # 26, 2017 is now ready for approval by Council.

This amendment proposes to add an **Animal** classification to the Discretionary Use classes of the Commercial General Zone. Associated changes will also be made to the general intent of the Commercial General policies in the Municipal Plan.

The required advertising and provincial review has been completed. A Public Hearing was scheduled for January 4, 2018 at the Town Hall. No objections were received by the deadline date and the hearing was cancelled.

Motion #18-010

Plan Amendment – SPCA – MPA #20 & DRA #26, 2017

Moved by Councillor Anstey and seconded by Councillor Dove that Municipal Plan Amendment # 20, 2017 and Development Regulations Amendment # 26, 2017 be approved under Section 23 of the Urban and Rural Planning Act 2000.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Central Residential Services Board

The Committee reviewed correspondence from the Central Residential Services Board requesting that Council enhance their partnership with them in promoting the inclusion and integration of individuals with disabilities. They are requesting that Council review its policies and regulations in view of the United Nations Convention on the Rights of Persons With Disabilities and to define co-operative apartments as individual's homes, thus removing the requirement for the discretionary use application.

The Director advised that he has arranged for representatives from the Central Regional Services board to meet with the consultants carrying out the new Town plan to discuss their proposal and the intended usage of cooperative apartments and how it could be addressed in the plan.

He advised that, to the best of the knowledge of the department, current Town of Gander Regulations and Bylaws are inclusive and do not discriminate against individuals with disabilities.

The Committee requested that correspondence be forwarded to the Central Regional Services Board requesting specific instances where they feel this may be the case so that it can be adequately addressed.

The Director informed the Committee that he will provide a written response to the Central Residential Services Board

Municipal Plan Amendments – Status Report

The Director provided an update, to the Committee, advising them on the status of each Municipal Plan Amendment that is currently in progress. The Committee is pleased with the status report.

Building Statistics

The Director presented to the Committee, the Town of Gander's building statistics for 2017. He advised that there were a total of 71 new residential housing starts, one new commercial building and 369 total permits issued for the year with a combined value of \$23,324,788 which is just slightly below the total for 2016 of \$24,029,522.

The Committee was pleased with Gander's continued growth and looks forward to another prosperous construction season in 2018.

Municipal Works – Salt Shed

The Director presented, to the Committee, a proposed site plan for the construction of a new salt shed at the Public Works Depot. The Director advised that the building would be classified as accessory and is outside of the Town's Accessory Building Regulations, therefore, is requesting Council's discretion to permit the construction of this building.

Motion #18-011

Municipal Works – Salt Shed

Moved by Councillor Anstey and seconded by Councillor Brown that approval be granted to the Public Works Department to construct an accessory building, as presented, for the purpose of salt storage at the Public Works Depot.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Community Garden Request

The Committee reviewed correspondence from the Gander Community Garden Committee indicating that they are hoping to expand community gardens throughout Town with a new main location near Penney Avenue and several satellite sites throughout town. They are presently operating from their location on Airport Boulevard however, are requesting that the Town assist in providing land and services to additional areas.

They indicated that the newly proposed site at Penney Avenue would act as their central nursery garden that would be used to feed the other satellite gardens with seed, transplants, compost and other supplies. They would also like consideration be given that the main garden, near the new 4-6 school, will require onsite water, parking, electrical and servicing for future washroom facilities.

After discussion, the Committee is not prepared to commit approximately one acre of land off Penney Avenue, at this time, as the town is currently undertaking the development of a new Town plan. Their request will be taken under consideration within the new Town plan and staff will work with the Community Garden Committee, as well as, the School Board to explore possibilities of expanding on School Board property near Penney Avenue.

The Committee is in agreement with the location of a satellite site in the green space adjacent to the Kingsford Smith development. The Committee feels that the community garden is a great project and is committed to working with this organization to help grow the program.

Land Purchase Request

The Committee reviewed correspondence from the homeowner of 39A Wilcockson Crescent requesting to purchase a small portion of Town owned land between 39A and 41 Wilcockson Crescent.

The Director advised the Committee that the land in question is the location of sanitary and storm sewer mains and that selling the land may hinder accessibility for future maintenance.

After discussion, the Committee is not willing to add this land to the land bank for purchase.

Memorial/Cooper Intersection

The Committee reviewed a referral from the Public Safety Committee requesting the Engineering Department's input on a request from a resident to install crosswalks at the Memorial Drive/Cooper Boulevard intersection.

The Director informed the Committee that a traffic study, which included this intersection, was completed by a traffic consultant in 2013. At that time, a controlled intersection was not warranted and it was recommended to monitor this area as future growth within the Town may increase traffic flows at that intersection. The Director also advised that the Town is currently in contact with a traffic consultant who is carrying out a traffic study for another area along Cooper Boulevard and recommends adding the Memorial and Cooper intersection to the traffic study to provide updated traffic counts and subsequent recommendations. Once the results are received, the Engineering Department will forward them to the Committee for review and consideration.

The Committee is in agreement with adding the Memorial Drive/Cooper Boulevard intersection to the current traffic study as they feel vehicle traffic has greatly increased in that area.

Development Application – Corner Brook Pulp and Paper

The Committee reviewed a development application from Corner Brook Pulp and Paper requesting Council's discretion to carry out a harvesting operation and other related activities as per the proposed application and associated map.

The Director provided a drawing to the Committee indicating the proposed areas for harvesting which are located within the Wetland Stewardship Zone. Forestry activity is a discretionary use within that zone. It is to be noted that there is 100M Wetland Stewardship Management Zone which has been established around the pond in which harvesting is not permitted and has been excluded from this application.

After discussion, the Committee is in agreement with the request.

Motion #18-012

Development Application – Corner Brook Pulp and Paper

Moved by Councillor Anstey and seconded by Councillor Woodford approval for Corner Brook Pulp and Paper to harvest in the proposed areas as attached.

In Favour: 5 Opposing: 0

Decision: Motion carried.

F. Finance & Administration:

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

The Finance & Administration Committee meeting was held on January 11, 2018. The meeting was chaired by B. Dove, Councillor. Other members present included: G. Brown, Councillor; P. Woodford, Councillor; T. Pollett, Deputy Mayor; O. Fudge, Councillor; G. Brown, Director of Finance.

The following items were discussed:

Invoices for ApprovalOPERATING

1. Municipalities Newfoundland and Labrador	
Acct: 00-100-1000-7040 – MNL Membership Fees	\$12,701.52
Spent: \$0.00 Budget: \$15,400	
2. Municipal Assessment Agency Inc.	
Acct: 00-120-1000-7200 – 1 st Quarter Assessment Fees	\$34,890.75
Spent: \$0.00 Budget: \$141,000	
3. Cal Legrow	
Acct: 00-120-1000-7215 – Insurance Premiums	\$168,649.80
Spent: \$0.00 Budget: \$180,000	
Total operating invoices for approval	\$216,242.07

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

Motion #18-013**Invoices for Approval**

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

In Favour: 5 Opposing: 0

Decision: Motion carried.

Councillor On Call Policy

Council has a Policy whereby there is a Councillor on call each week in case both the Mayor and Deputy Mayor are out of Town and an emergency arises. There have been some minor changes made to the Policy with regard to designating individuals responsible for maintaining the on call list.

Motion #18-014

Councillor On Call Policy

Moved by Councillor Dove and seconded by Councillor Brown adoption of the Designation of a Councillor On Call for Emergency Plan Purposes Policy as amended and attached.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Motion #18-015

2018 Councillor On Call List

Moved by Councillor Dove and seconded by Councillor Brown adoption of the 2018 Councillor On Call List, as attached.

In Favour: 5 Opposing: 0

Decision: Motion carried.

The CAO left the meeting.

280 Garrett Drive Land Request

The owners of 280 Garrett Drive have written Council requesting they be allowed to purchase a parcel of property adjacent to their own. The total width of the land is 9.7 metres. The first six metres of this land has an easement on it so it cannot be developed. The property owner is requesting that they just be allowed to buy 3.7 metres that can be developed but under our Regulations this cannot be done because the 3.7 metres would not border on their existing property and does not meet our Development Regulations.

The second request is that they be given a discount on the price because of the easement on the property. The sale price of the land is \$0.46/square foot which the Committee thought was reasonable and is not recommending a reduction in the price.

Donation Request – Bonavista Bay Search and Rescue Team

The Committee reviewed a donation request from the Bonavista Bay Search and Rescue Team. They are asking that the Town include an operating grant in its annual budget for the Search and Rescue Team. The letter was received after the Budget was finalized for 2018. The Committee does, however, recognize that the service provided is a crucial one for the region.

Motion #18-016**Donation Request – Bonavista Bay Search and Rescue Team**

Moved by Councillor Dove and seconded by Councillor Woodford that a donation of \$500 be made to the Bonavista Bay Search and Rescue Team.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Evangel Pentecostal Church Tax Reduction Request

The Committee reviewed a letter from the Evangel Pentecostal Church requesting a reduction of taxes for three properties. The properties are 63 and 65 Edinburgh Avenue which they have owned since 2012 and use to house people as part of the Provincial Homeless Partnership Strategy and the other property is the apartment complex they are currently building on the site of the Church on Elizabeth Drive. The Town currently provides a 50% reduction for homes owned by Cara House that are used for a similar purpose.

Motion #18-017**Evangel Pentecostal Church Tax Reduction Request**

Moved by Councillor Dove and seconded by Councillor Brown that the Town provide a 50% tax reduction on the property tax and water/sewer tax for 63 and 65 Edinburgh Avenue.

In Favour: 5 Opposing: 0

Decision: Motion carried.

The Committee had no concerns with granting a 50% reduction for the properties at 63 and 65 Edinburgh Avenue. They did, however, require further information on the apartment complex before they could review it and the Director of Finance was asked to contact the Evangel Pentecostal Church to get the information required.

Proposed Minimum Invoicing Policy

The Director of Finance proposed a Minimum Invoicing of Supplementary Assessments Policy. The Policy is being proposed to deal with circumstances where Supplementary Assessments of property are done which require very minor adjustments to tax bills. He is proposing adopting a Policy whereby if the adjustment is less than \$25, there will be no adjustment to the bill for the year in question.

Motion #18-018**Proposed Minimum Invoicing Policy**

Moved by Councillor Dove and seconded by Councillor Woodford adoption of the proposed Minimum Invoicing of Supplementary Assessments Policy, as attached.

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 #18-019**Property Tax Reduction**

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

In Favour: 5 Opposing: 0

Decision: Motion carried.

Approval to Borrow – Wastewater Treatment Plant Project

Construction has commenced on the new Wastewater Treatment Plant Project and Council needs to put funding in place to finance its share of the project. These funds will be awarded on an interim basis at the end of the year. Once the project is completed, Council will go to tender for a long-term loan and will pay off the interim borrowing.

Motion #18-020**Approval to Borrow – Wastewater Treatment Plant Project**

Moved by Councillor Dove and seconded by Councillor Anstey that the Town request approval to borrow \$13.3 million dollars from the Royal Bank at an interest rate of prime – 0.60% to provide interim financing on the new wastewater treatment plant.

In Favour: 5 Opposing: 0

Decision: Motion carried.

The funding will be repaid through a long term loan once the project is complete and there are no payments being made until the project is complete.

Tender – Sale of Building Lot - 18 Carr Crescent

The Committee reviewed the tender results for the Sale of Building Lot at 18 Carr Crescent. Three bids were received on the lot. Unfortunately, the high bidder did not meet specifications.

Motion #18-021**Tender – Sale of Building Lot – 18 Carr Crescent**

Moved by Councillor Dove and seconded by Councillor Woodford that the building lot at 18 Carr Crescent be sold to 72128 Newfoundland and Labrador Inc. at a price of \$25,160.00.

In Favour: 5 Opposing: 0

Decision: Motion carried.

G. Planning, Priorities & Communications:

The Planning, Priorities & Communications Committee report was presented by Councillor Woodford.

The Planning, Priorities & Communications Committee meeting was held on October 27, 2017. The meeting was chaired by P. Farwell, Mayor. Other members present included: T. Pollett, Deputy Mayor; R. Anstey, Councillor; B. Dove, Councillor; O. Fudge, Councillor; P. Woodford, Councillor; D. Chafe, CAO; G. Brown, Director of Finance.

The following items were discussed:

Mandate of the Committee

The Mayor said he formed this Committee to get Council together periodically to discuss significant issues and how to deal with them. It will be an ad hoc Committee with no set meeting schedule and he would like all Council to attend so he can have full discussion of various major issues.

At the next meeting, there will be a review of the Town's Strategic Plan and we also need to develop a Terms of Reference for the Committee.

Conflict of Interest

At the first Public Council meeting, there were some questions as to whether Councillor Woodford was in conflict of interest due to voting to allow himself to be nominated to the Board of the Municipal Assessment Agency because they paid a small stipend to board members. The Town Clerk has contact Municipal Affairs, as well as the Solicitor for Municipalities Newfoundland and Labrador to discuss the matter. Both felt that there was no conflict in situations where elected officials serve on Boards where there are small per diems paid. This will be brought forward at a public meeting for further discussion.

Capital Planning

The Mayor indicated the Capital Planning going forward is a major issue for Council. Once the Waste Water Treatment Plant is completed, there are several other significant infrastructure requirements that Council has an interest in, primarily in the field of Recreation. Council has to have a thorough look at what it can afford going forward.

Communications Strategy

The Mayor indicated he wants to develop a new Communications Strategy. He indicated he would like to see more consultation and community engagement on various issues. One suggestion he did make is that he felt the Active Living Committee may be a good avenue for doing so.

Regional Government Consultations

The Province is carrying out consultations with regard to Regional Government. The Mayor said he would like some guidance on the issue. He did indicate there is a Premier's Forum to be held at the MNL Convention in November and he has been invited to attend that. After that, he may have a better idea of where the Province is going on the issue.

Interview Request – Christmas Advertising

CBC has requested that Council do an interview on the issue of Christmas Advertising, specifically whether it should be allowed before Remembrance Day. The previous Mayor had pushed to have it legislated that Christmas Advertising not be allowed until after Remembrance Day. Both the Federal and Provincial governments had indicated that they don't have the authority to legislate this. Mayor Farwell felt there should be more recognition of veterans. He indicated it is too late to do anything this year but something that should be looked at next year.

One suggestion he did make is to see if there is some exhibit that Council could put up to recognize our veterans and suggested we should talk to the Aviation Museum on something that could be put in place for next year.

Sidewalk on Elizabeth Drive

Councillor Woodford indicated there are serious problems with the sidewalk on Elizabeth Drive at the strip mall across from the splash park. It is not safe in his opinion, as well he feels that some of the buildings should be demolished.

The CAO advised he would, in conjunction with our Engineering Department, check out the matter.

H. Other Reports:

None

7. ADMINISTRATION

None

8. CORRESPONDENCE

St. Paul's Name Change

The Town Clerk advised that correspondence had been received from the Gander Heritage Advisory Committee expressing their disagreement with the proposed change to the name of St. Paul's school.

There is also a website set up for those who disagree with the proposed change. The school board has announced that they will be surveying the community to see what their thoughts are on any change.

9. NEW BUSINESS

Demolition Orders 283, 285 and 287 Elizabeth Drive

The Town has had concerns with the condition of the buildings located at 283, 285 and 287 Elizabeth Drive and have been unsuccessful in getting the owners of the properties to make the necessary repairs to their buildings. The buildings are now in a dilapidated state and a public nuisance and the only solution is to demolish the buildings.

Motion #18-022

Demolition Order – 283 Elizabeth Drive

Moved by Councillor Anstey and seconded by Councillor Woodford that the Town issue a Demolition Order for the building located at 283 Elizabeth Drive.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Motion #18-023

Demolition Order – 285 Elizabeth Drive

Moved by Councillor Anstey and seconded by Councillor Woodford that the Town issue a Demolition Order for the building located at 285 Elizabeth Drive.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Motion #18-024

Demolition Order – 287 Elizabeth Drive

Moved by Councillor Anstey and seconded by Councillor Brown that the Town issue a Demolition Order for the building located at 287 Elizabeth Drive.

In Favour: 5 Opposing: 0

Decision: Motion carried.

The owners of the property will have 30 days to have the buildings demolished.

Pentecostal Church Tax Reduction Request – 55 Elizabeth Drive

In the Finance meeting the Town discussed an application from the Pentecostal church for a tax reduction on the property that they are currently constructing at 55 Elizabeth Drive. At that time the committee asked for more information on the project.

The information provided by the church is that they are building a 10 unit facility with the assistance of a grant from Newfoundland and Labrador Housing Corporation. Each of the units is a low rent, fixed rent unit with the rent controlled by NLHC. In order to rent one you must be 55 years of age or over and meet an income criteria.

Essentially it is affordable housing for seniors. In reviewing the tax reduction request it is felt that the reduction should be the same as that provided to the Golden Legion Manor.

Motion #18-025

Pentecostal Church Tax Reduction Request – 55 Elizabeth Drive

Moved by Councillor Dove and seconded by Councillor Woodford that the property owned by the Pentecostal Church at 55 Elizabeth Drive be given a property tax and water/sewer tax reduction of 17%.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Rescuer of Humanity Award

Deputy Mayor Pollett advised Council and the citizens of Gander that the Mayor was in Cleveland, Ohio, to accept an award on behalf of the citizens of Gander. The Town of Gander was the recipient of the Values-in-Action Foundation Rescuer of Humanity Award.

Motion #18-026

Adjournment

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

In Favour: 5 Opposing: 0

Decision: Motion carried.

The meeting adjourned at 6:00 p.m.

P. Farwell, Mayor

G. Brown, Town Clerk