

# MINUTES

## Regular Meeting of Council Wednesday, September 26, 2018 @ 4:30 pm Council Chambers

|                               |                                                                                                                                                             |                                                                                                                                                                                                                                                                                |
|-------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Present:</b>               | <b>P. Farwell</b><br><b>T. Pollett</b><br><b>G. Brown</b><br><b>B. Dove</b><br><b>O. Fudge</b><br><b>P. Woodford</b>                                        | <b>Mayor</b><br><b>Deputy Mayor</b><br><b>Councillor</b><br><b>Councillor</b><br><b>Councillor</b><br><b>Councillor</b>                                                                                                                                                        |
| <b>Advisory and Resource:</b> | <b>D. Chafe</b><br><b>G. Brown</b><br><b>J. Blackwood</b><br><b>B. Freeborn</b><br><b>T. Barron</b><br><b>H. Lowe</b><br><b>R. Locke</b><br><b>K. White</b> | <b>CAO</b><br><b>Town Clerk</b><br><b>Director of Engineering</b><br><b>Director of Recreation &amp; Community Services (A)</b><br><b>Director of Municipal Works</b><br><b>Fire Chief</b><br><b>Development Director</b><br><b>Information and Communications Coordinator</b> |
| <b>Regrets:</b>               | <b>R. Anstey</b>                                                                                                                                            | <b>Councillor</b>                                                                                                                                                                                                                                                              |

### 1. CALL TO ORDER

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

### 2. VISITORS/PRESENTATIONS

#### Presentation of Community Superheros

The theme for the 2018 Festival of Flight was “Superheroes in Our Community”. As we all know, Superheroes come in many different forms, and while we imagine men and women swooping in to save the day, not all heroes wear capes. There are people in Gander who work behind-the-scenes to help make our community a better place to work, live and play. The Deputy Mayor stated we are honoured to recognize 2 of those community superheroes - Tracy King and Jeanne Dillon.

### 3. APPROVAL OF AGENDA

Council reviewed the agenda and approved as attached. The Town Clerk advised that Councillor Brown had asked that she had an item regarding the Roads to End Violence that she would like added to New Business.

**Motion #18-239****Approval of Agenda**

Moved by Councillor Woodford and seconded by Councillor Fudge that the Agenda for the Regular Meeting of Council on September 26, 2018 be adopted as amended.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

**4. MINUTES FOR APPROVAL****Motion #18-240****Regular Minutes for Approval**

Moved by Councillor Woodford and seconded by Councillor Dove that the Minutes from the Regular Meeting of Council on September 5, 2018 be adopted as presented.

In Favour: 6      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 Deputy Mayor Pollett.

The Recreation & Community Living meeting was held on September 17, 2018. The meeting was chaired by T. Pollett, Deputy Mayor. Other members present included: O. Fudge, Councillor; B. Dove, Councillor; G. Brown, Councillor; N. Newell, Director of Recreation & Community Services; D. Chafe, CAO; B. Freeborn, Administrative Coordinator.

The following items were discussed:

## **Ice Cancellation Policy**

At the last Committee meeting, Council reviewed a request from Gander Minor Hockey to change the Ice Cancellation Policy that was adopted on July 4<sup>th</sup> this year. Minor Hockey would like to see a 14 day cancellation policy instead of a no cancellation policy. At that meeting Council had asked the Department to meet with Gander Minor Hockey again to see if something could be worked out.

The Department met with Gander Minor Hockey and discussed a few items such as Minor Hockey putting in their schedule for the year in two phases. A schedule would be submitted for September to December and another one from January to April. Minor Hockey was not comfortable with this suggestion as they don't have their teams picked until late in 2018 and are unsure of what ice time will be needed. It was also explained to Minor Hockey that the extenuating circumstances clause was put in to help the groups when an issue arises and they could ask the Department to review the reason and not be charged for that ice time. At the end of the meeting, Minor Hockey still wanted to have the policy changed to a 14 day cancellation policy.

The Administrative Coordinator explained that the reason this policy was put in place was because of so much ice time being canceled on Saturdays and Sundays and with the 48 hour cancellation notice; there was not enough time to rebook the ice. Therefore, there were many times that the ice was left vacant and teams and skaters were in other communities practicing. The Department and Council felt that this had to be changed because there was a lot of lost revenue and citizens were not able to book ice for birthday parties, family/community skates, etc.

Minor Hockey has provided the Department with a tentative schedule for the season for their house league and with this schedule there is open ice time available to be rented out. From the Department's understanding, they will be picking up extra ice time for travel teams once the teams and coaches have been chosen.

The Committee agreed that this empty ice situation must be corrected; however, since there is now open time on the schedule to rent, they are willing to delay this policy for this season and try the 14 day cancellation policy. They have asked the Department to keep track of the cancellations this season and a review will be done in May to see if the 14 days has been ample time to rebook the ice once canceled. It was also suggested that there would be no cancellations after the 14 days for any group except for circumstances due to weather.

### **Motion #18-241**

#### **Ice Cancellation Policy**

Moved by Deputy Mayor Pollett and seconded by Councillor Fudge that Policy No. R020 Steele Community Centre Ice Cancellation and Subletting Policy be modified and a 14 day cancellation policy be put in effect for all ice users of the Steele Community Centre.

The Mayor had a concern regarding the format of the motion and a lengthy discussion took place on the motion. Council asked that the matter be taken back to Committee and that they bring forward a motion to modify the policy to implement the 14 day cancellation policy. The Mover and the Seconder agreed that the motion could be withdrawn. As to the penalty clause, it was agreed that Council would review any penalties charged from now until the policy is revised.

### **Airials Active Wellness Centre re Oktoberfest Fundraiser**

The Airials Active Wellness Centre will be holding an Oktoberfest Fundraiser on September 29<sup>th</sup> at the Gander Curling Club to help raise funds for a new facility, upkeep of the current facility and new equipment. They have asked the town to purchase a table to the event at a cost of \$500. The Committee agreed that the Town should purchase a table and refers this to the Finance Committee for their review and recommendation.

### **Memorial Services – Arrow Air and 9/11.**

The CAO advised that Council would like to see a Memorial Service held for 9/11 and Arrow Air each year. The Town of Gander played a large roll during 9/11 and Council thinks that we need to acknowledge this event yearly. The Director noted that the Department currently holds a ceremony for Arrow Air yearly; however, they would like to expand on the event.

The Director noted that the Town of Appleton currently does a ceremony for 9/11 and invites surrounding communities. The Committee felt that the Town's ceremony could be held at a different time so that people could attend both.

The Director will speak with department staff and ask them to arrange these two events.

### **Upcoming events**

- a) Oct 4 - 6: Municipalities Newfoundland & Labrador Conference
- b) Oct 25 - 26: Haunted House

### **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 September 18, 2018. The meeting was chaired by P. Woodford, Councillor. Other members present included: T. Pollett, Deputy Mayor; B. Dove, Councillor; O. Fudge, Councillor; G. Brown, Councillor; W. Jenkins, Municipal Enforcement Officer in Charge; H. Lowe, Fire Chief, L. Small, Administrative Assistant.

The following items were discussed:

### **Delegation-Vice President, College of the North Atlantic, Student Representative Council.**

The Committee met with the vice president of the *Student Representative Council* of the College of the North Atlantic (CNA) to discuss the need for a temporary crosswalk at the campus location on Magee Road. Letters and petitions were submitted earlier this year from the Student Representative Council as well as the Campus Director.

The Representative explained that there is a shortage of safety measures in that school district compared to other school areas and there is approximately 150-200 students crossing there from 4-8 times a day. The crosswalk at the top of Magee, near the intersection, is not utilized due to its location, vehicles do not slow down to the posted speed limit and there have been too many “near miss” incidents.

He is suggesting that the crosswalk be removed or painted over and that temporary lines be painted from the south end (or teachers entrance) of the College Campus parking lot across to the Regency Apartment parking lot; this is where the students cross, as indicated on the attached photo image.

The Committee agreed that a safety issues exists and recommends that temporary measures be put in place, by painting a temporary crosswalk from the College of the North Atlantic Parking lot to the Regency Apartment Building parking lot, as indicated on the attached photo image. It also recommends that “new” signage be placed at each side of the road as per the regulations.

This item is now referred to the Engineering Department for consideration and recommendation to Council.

### **Crime Stoppers Signs**

The Municipal Officer in Charge has requested permission to have Public Works install a 4 x 6 foot aluminium Crime Stoppers Sign on town buildings. There was a brief discussion on possible locations and a list of sites will be provided to Council for approval.

#### **Motion #18-242**

#### **Crime Stoppers Signs**

Moved by Councillor Woodford and seconded by Councillor Dove that the Public Works and Services Department install Crime Stoppers Signs on town owned buildings once the final locations are designated.

In Favour:     6            Opposing:     0

**Decision:** Motion carried.

### **Rickenbacker Road – Parking Issues**

The Committee reviewed correspondence from a resident of Rickenbacker Road regarding ongoing parking issues on the street, most notably from civic numbers 1-30. The resident is experiencing driveway access problems and snow clearing issues and also points out that fire hydrants are blocked and pedestrian safety is compromised due to vehicles continuously parked on the street.

The Committee discussed this situation at length to determine the best possible solution including: a review of the bylaw for possible amendments to street parking near driveways, restricting vehicles parking to within 5 feet of a driveway, changing the parking to no parking on either side of the street in that section, and consulting with Engineering to discuss consistency in street parking rules.

The Municipal Officer in Charge will investigate options and report back at the Committee.

### **Fire Prevention Week**

The Fire Chief would like to remind residents that Fire Prevention week runs from October 7-13<sup>th</sup> and Gander Fire Rescue will be holding an **Open House on Saturday, October 13<sup>th</sup>** from 10:30 am until 4 pm. Further details will be forthcoming and will be advertised on social media and the Town's webpage within the next couple of weeks. Residents can also call the Fire Hall at 256-8887 for more information as it becomes available.

### **Volunteer Firefighter Recruiting**

There will be an open house on **Wednesday, September 19<sup>th</sup>** at Gander Fire Rescue for anyone interested in becoming a volunteer.

This is an excellent opportunity to drop by and ask questions, view the hall, various trucks and equipment and find out how you can become a member of Gander Fire Rescue.

The Fire Chief said that the open house has taken place and that there were several applications received at the Open House.

### **C. Public Works & Services Committee:**

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

The Public Works & Services Committee meeting was held on September 19, 2018. The meeting was chaired by O. Fudge, Councillor. Other members present included: G. Brown, Councillor; T. Pollett, Deputy Mayor; T. Barron, Director of Municipal Works & Services; G. Whitt, Administrative Support Clerk.

The following items were discussed:

### **Snow Blower Controls**

The Director informed the Committee the Department is now ready to purchase the Snow Blower Controls, as was budgeted in 2018. It has come to the attention of the Department that wireless controls are now available for purchase which will allow all heavy equipment to connect to the blowers, rather than wired to fit a specific make of equipment.

This will require the reallocation of funds in the Capital Budget to provide an additional \$4000.00 to purchase the wireless snow blower controls. The additional funds will come from savings on other projects within the Public Works Department.

The Committee agrees with the Director to reallocate funds within the Capital Budget to purchase wireless snow blower controls.

### **Fall Notice – Yard and Garden Waste**

The Town of Gander is reminding residents that yard and garden waste may be discarded at the following locations:

- Leaves and grass clippings may be discarded at the compost site on McCurdy Drive. Compost material is also available for residents to pick up on site.
- Trees and branches may be discarded at Magee Road, near the Sewage Treatment Plant.

Board and lumber are not accepted at either site but may be discarded at the Waste Transfer Station located on McCurdy Drive. The Waste Transfer Station is open on the following dates:

October 6<sup>th</sup> and 20<sup>th</sup>

November 17<sup>th</sup>

December 8<sup>th</sup>.

## **Snow Plan**

The Director informed the Committee the current snow plan is under review for the 2019 winter season. It was recommended the Committee also review the current plan and forward any questions or suggestions for change, to the Public Works Department.

The Snow plan for the 2019 winter season will be presented at the Public Works and Services Committee meeting held on October 10<sup>th</sup>, for final review and recommendation to Council.

## **Silent Witness Memorial**

The Committee discussed the most recent United States Ambassador visit to the Silent Witness Memorial site. She spoke highly of the maintenance and the aesthetics of the location, with thanks and gratitude to the staff responsible for the upkeep of the site.

## **Brush Cutting**

It was brought to the Committee's attention the overgrowth of trees that border the green space areas throughout Town. There were concerns these areas provide seclusion to youth and young adults to host social gatherings.

The Committee recommends the Director, together with the Municipal Enforcement Officer in Charge, identify problem areas throughout Town and trim the trees so that the space is more open to street view. In areas where the trees border private property, consultations with the property owners shall take place prior to any trimming of trees.

## **D. Special Development, Tourism & Culture Committee:**

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

The Special Development, Tourism & Culture Committee meeting was held on September 13, 2018. The meeting was chaired by G. Brown, Councillor. Other members present included: P. Farwell, Mayor; B. Dove, Councillor; D. Chafe, CAO; R. Locke, Development Director.

Delegation: Louise Jones, Interim President & CEO, Central Health; Terry Ings, Vice President, Human Resources, Rural Health & Support Services, Central Health; Giataine Villeneuve, Acting Director, Corporate Communications, Central Health

The following items were discussed:



## **Status of Central Health's External Review and Implementation of Report recommendations**

Ms. Jones communicated to Council that Central Health's Board of Trustees accepted the report in May and the Minister of Health & Community Services (HCS) has put in place an implementation committee (June 2018) to ensure that each of the recommendations are implemented.

Dr. Peter Vaughn's report included 32 recommendations to address governance, leadership, clinical management, relationships, succession planning and community engagement.

The implementation committee consists of the following:

- 3 members of the Board of Trustees
- Assistant Deputy Minister of Health & Community Services
- Vice Dean of the faculty of Medicine, MUN
- Dr. Peter Vaughn (advisor)

The implementation committee has to present an Action Plan to the Department of Health & Community Services by October 15<sup>th</sup>, 2018. In which, each recommendation identified in Dr. Vaughn's report will have an associated action plan, tasks and leads and timelines for implementation. The action plan will also serve as a basis for regular reporting to HCS and the public.

The Mayor advised that the meeting was held as a result of a letter written to the Province expressing concerns about the implementation of the report. He feels that it has taken too long and also had concerns about the makeup of the Implementation Committee.

## **Status on the re-instatement of Obstetrical Services in Gander**

Central Health communicated that they are in the process of recruiting the necessary staff and offering the applicable training for GP's in an effort to re-instate obstetrical services at JPMRHC.

In the ideal situation to operate efficient obstetrical services, a department would have 3 full-time Obstetricians with a complement of 4-5 GP's specifically trained in obstetrical care.

Ms. Jones advised Council that JPMRHC currently has an Obstetrician working 0.6 of the time with the potential of two new Obstetricians joining JPMRHC in the near future.

Council thanked Central Health for the meeting opportunity.

### **Development, Tourism & Culture Committee:**

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

The Development, Tourism & Culture Committee meeting was held on September 19, 2018. The meeting was chaired by G. Brown, Councillor. Other members present included: T. Pollett, Deputy Mayor; R. Anstey, Councillor; O. Fudge, Councillor; R. Locke, Development Director; B. Williams, Tourism Development Officer.

The following items were discussed:

### **Tourism Development Officer-6 month update**

The Tourism Development Officer presented to the Committee a 6-month update on his activities since being hired in March of this year. Being a new position, he advised that he had to start from the ground up in recreating the Town of Gander's image and presence within the local tourism sector. Some of the items accomplished within the last 6 months include:

- Engagement and consultation with local tourism stakeholders.
- Establishment of a Tourism Administrative Working Group to provide advice and oversee particular initiatives.
- Development and submission of a funding proposal to complete a Sense of Arrival Strategy for the Town of Gander and the completion of a Passport initiative for the Gander & Area Chamber of Commerce.
- Re-development of the Town of Gander's presence at the tourist chalet.
- Creation and distribution of a Town of Gander tourist map (~12,000 copies have been distributed to date).
- Responded to numerous tourism-related inquiries and interacted with tourists on a day-to-day basis.

For the remainder of 2018 and leading up to the 2019 tourism season, the department will be working on a number of initiatives to continue to build the Town of Gander's image and presence in the tourism sector as well as work with local companies to develop product offerings.

The Committee was pleased with the work completed and feels that we are moving in the right direction.

### **Status of Family Physician Network Position**

The Director advised the Committee that he contacted the Newfoundland & Labrador Medical Association (NLMA) in relation to the status of the Family Physician Network position which was advertised a few months ago and was informed that this position has yet to be filled but should be within the next couple of weeks. The location of this position will be dependent on where the successful candidate chooses to reside.

Staff encouraged the NLMA to contact the department when this position is filled as there may be potential partnership opportunities that will benefit both parties.

### **Home Based Business (HBB) Application – 228 Elizabeth Drive**

The Committee reviewed an HBB application from 228 Elizabeth Drive.

WHEREAS an application has been received from “Clowe’s Resell 2018” to operate a home-based office for performing various off site services (including resale and distribution of reclaimed wood, fence painting and vehicle delivery services);

AND WHEREAS the advertising and discretionary use notices were posted with no formal objections received by the deadline date of September 18<sup>th</sup>, 2018 and it meets all of the Town of Gander’s Development Regulations;

#### **Motion #18-243**

### **Home Based Business (HBB) Application – 228 Elizabeth Drive**

Moved by Councillor Brown and seconded by Councillor Woodford that “Clowe’s Resell 2018” be permitted to operate a home-based office for performing various off site services (including resale and distribution of reclaimed wood, fence painting and vehicle delivery services) from 228 Elizabeth Drive.

In Favour:     6            Opposing:     0

**Decision:**     Motion carried.

## **E.     Engineering, Planning & Controls:**

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

The Engineering, Planning & Controls Committee meeting was held on September 20, 2018. The meeting was chaired by R. Anstey, Councillor. Other members present included: T. Pollett, Deputy Mayor; O. Fudge, Councillor; G. Brown, Councillor; J. Blackwood, Director of Engineering; G. Brown, Director of Finance/Town Clerk; J. Hillier, Administrative Assistant.

The following items were discussed:

### **Cenotaph Request**

The Director of Finance advised the Committee that he received a request from members of the Gander Heritage Memorial Park to install a new concrete sidewalk from the Masonic Lodge to the entrance of the Cenotaph Park.

Many people park at the Masonic Lodge and walk to the Cenotaph therefore, they are requesting Council's permission to remove a section of the asphalt walkway, which extends from the Masonic Lodge parking lot to the entrance of the Cenotaph Park, and replace it with a concrete sidewalk. They also plan to install three benches in the park.

The Committee is in agreement with the request and forwards it to the Finance committee for their review and consideration.

### **Driveway Request – 1 Edinburgh Avenue**

The Director advised the Committee that he met with the homeowner of 1 Edinburgh Avenue to discuss options that would help alleviate the issues he has been having since the reconfiguration of Peterson Drive into a cul-de-sac. After discussion, the homeowner is requesting to purchase 3.65m of adjacent land to extend his property boundary which will allow for him to construct a fence along the side of his property and tie into the existing corral. In addition, he would like the Town to install a paved bulb extension, towards the back of his driveway, as indicated in that attached drawing numbered, 18-1051. The owner would also like to have the entire driveway sealed to make it look more uniform. If Council is in agreement with this, the homeowner advises he is willing to cover half the total cost of the land sale, the paved bulb extension and the driveway sealing.

After discussion, the Committee is in agreement and forwards this item to the Finance Committee for their review and consideration.

### **Discretionary Notice – 155 Airport Boulevard**

Notice is hereby given that the Town Council of Gander has received an application to install a temporary antenna on the building at 155 Airport Boulevard.

It is noted that this area is zoned Commercial Downtown and Antenna is permitted as a Discretionary Uses under the Town of Gander Development Regulations.

The Director advised that no objections have been received by the advertised deadline. The Committee is in agreement with the application.

### **Motion #18-244**

#### **Discretionary Notice – 155 Airport Boulevard**

Moved by Councillor Fudge and seconded by Councillor Woodford approval of the Discretionary Use application for 155 Airport Boulevard as attached.

In Favour:     6            Opposing:     0

**Decision:** Motion carried.

### **Saw Mill – 13 Memorial Drive**

The Committee reviewed correspondence from the homeowner of 13 Memorial Drive requesting Council's approval to operate a small portable sawmill at this property. An approval letter, from the Town of Gander, is required by the Department of Forestry in order to issue a domestic permit to the homeowner.

The Director of Engineering advised the Committee that sawmilling is not a permitted or discretionary use within the planning zone in which the indicated property is located, therefore the request, as presented, cannot be approved without a plan amendment.

After discussion, the Committee is not in agreement with a plan amendment at this time, as the Town is currently undergoing a Municipal Town Plan review, therefore the Committee recommends this item be forwarded to the next Town Plan Steering Committee for further discussion.

### **Eastgate Development Phase 5 and 7**

The Director of Engineering advised the Committee that plans have been received from Cecon Development Corporation for the next two phases of development in the Eastgate Subdivision. The Committee was generally in agreement with the conceptual plans as presented and is recommending that they move forward with construction drawings which will form part of a development agreement for these two phases of residential development.

The Director noted that the Engineering Department is working with CDC's designer to ensure their plans conform with the Town of Gander's Development Regulations and Design Standards. After discussion, the Committee is in agreement with the drawing, as presented.

#### **Motion #18-245**

### **Eastgate Development Phase 5 and 7**

Moved by Councillor Fudge and seconded by Councillor Brown approval for Phases 5 and 7 in the Eastgate Subdivision.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

**Driveway Request – 20 Conrad Place**

The Committee reviewed correspondence from the homeowner of 20 Conrad Place indicating that prior to purchase of this property, there was a secondary driveway already installed, on the left side of the property, which he would like to pave. He indicated that he does not wish to extend onto the existing main driveway, located on the right side of this property, as there is a fire hydrant in close proximity.

The Director advised that the driveway currently located at the left side of this property does not meet the current Town of Gander Regulations therefore, is not permitted. After discussion, the Committee is not in agreement with allowing the homeowner to pave the secondary driveway, on the left side of the property, and recommends the Director of Engineering and his staff work with the homeowner to offer other options for an extension to the main driveway.

**Shipping Container Regulation**

The Committee discussed the proposed Shipping Container Regulation and also reviewed feedback from the Chamber of Commerce regarding the regulation and agrees that they would like to have a meeting with the Chamber to further discuss the matter before making a final decision.

The Committee is requesting that the Economic Development Department arrange a meeting with Council and the Chamber of Commerce in the near future.

**James Paton Memorial Regional Health Centre – Back Flow Valve**

The Committee reviewed correspondence from the James Paton Memorial Regional Health Centre (JPMRHC) indicating that during periods of heavy rain, instances of flooding have occurred on their property. In an attempt to prevent future flooding and to help correct this problem, they have recently purchased a back flow valve to install on the outline service. They have indicated that for several reasons there is no room for this to be installed on hospital property and are requesting that the Town install a manhole, along with this back flow valve, on the north side of the Trans-Canada highway on Town of Gander Property.

The Director of Engineering advised the Committee that the engineering department does not see any issue with installing this infrastructure on hospital property and advised that he will discuss this with the Director of Public Works and together they will suggest options to JPMRHC for installation of this infrastructure.

## College of the North Atlantic – Crosswalk Location

This item was forwarded from the Public Safety Committee with a request from the Student Vice president of the *Student Representative Council* of the College of the North Atlantic (CNA) requesting to install a crosswalk from the teacher's entrance of CNA across to the Regency Apartment Building.

The Director of Engineering advised that the Engineering Department is not recommending relocating the crosswalk to the requested area as you will be directing pedestrians across the road without a sidewalk. If the Town were to extend the sidewalk from Memorial Drive to the Regency Apartments, it would cost approximately \$42,000.

He did advise that this could be discussed during next year's budget process. Also, with the uncertainty of future development in this area, it is difficult to relocate the crosswalk at this time.

After discussion, the Committee recommends to leave the crosswalk as is until such a time as an entrance is determined for future development and also recommends that extension of the sidewalk from the end of Memorial Drive onto Magee Road down to the Regency Apartments be considered in the next capital reconstruction project for Magee Road.

Councillor Brown felt that we should install the crosswalk at Regency Apartments. Councillor Fudge felt that doing this will create another safety issue.

### Motion #18-246

## College of the North Atlantic – Crosswalk Location

Moved by Councillor Woodford and seconded by Deputy Mayor Pollett that a crosswalk be put in from the south end of Regency Apartments parking lot to the sidewalk on the west side of Magee Road.

The Motion was discussed and it was suggested that the matter be taken back to the Committee for further discussion before proceeding any further. Council felt that this was appropriate and the Mover and Seconder agreed to withdraw the motion.

## F. Finance & Administration:

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

The Finance & Administration Committee meeting was held on September 20<sup>th</sup>, 2018. The meeting was chaired by G. Brown, Councillor. Other members present included: O. Fudge, Councillor; G. Brown, Director of Finance.

The following items were discussed:

### **Airials Active Wellness Centre Fundraiser**

The Committee reviewed a recommendation from the Recreation Committee that the Town assist the Airials Active Wellness Centre in their upcoming Oktoberfest Fundraiser by purchasing a table at the event at the cost of \$500. The Finance Committee has concerns with purchasing a table given the nature of the event. It does feel, however, that a donation should be made to the organization.

#### **Motion #18-247**

### **Airials Active Wellness Centre Fundraiser**

Moved by Councillor Dove and seconded by Councillor Brown that the Town donate \$250 towards the Airials Oktoberfest Fundraiser.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

### **Gander Heritage Park Request**

The Committee reviewed a request from the Gander Heritage Park Committee. They are requesting the Town support them installing three benches at the Cenotaph, as well as rebuilding the sidewalk from the Masonic parking lot to the facility. The cost of the work is \$6,400 and the Gander Heritage Park Committee is requesting that Council contribute \$3,200 towards the cost of doing the work. The Committee felt that this was a good idea and is in favour of supporting the work.

Councillor Brown left the meeting.

#### **Motion #18-248**

### **Gander Heritage Park Request**

Moved by Councillor Dove and seconded by Councillor Fudge the Town pay \$3,200 towards the upgrades at the Cenotaph.

In Favour: 5      Opposing: 0

**Decision:** Motion carried.



**Tender – Microsoft Licensing**

The Committee reviewed the tender results for Microsoft Licensing for three years for which three bids were received.

Councillor Brown returned to the meeting.

**Motion #18-249****Tender – Microsoft Licensing**

Moved by Councillor Dove and seconded by Councillor Woodford that contract for Microsoft Licensing for three years be awarded to Dell EMC at the price of \$73,562.63 HST inclusive.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

**Planning Priorities and Communications Committee Terms of Reference**

The Terms of Reference for the Planning Priorities and Communications Committee have been reviewed and there are two recommendations being made as to how they should be changed. First is in regard to the meeting schedule. It is suggested that this Committee be scheduled every third week as we do with our six other standing Committees. The second recommendation is the quorum be reduced from six to five as six has been somewhat problematic in getting a quorum.

**Motion #18-250****Planning Priorities and Communications Committee Terms of Reference**

Moved by Councillor Dove and seconded by Councillor Brown that the changes to the Planning Priorities and Communications Committee Terms of Reference be adopted as attached.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

**Motion #18-251****Planning Priorities and Communications Meeting Time**

Moved by Councillor Dove and seconded by Councillor Woodford that the Planning Priorities and Communications meetings be held at 1:00pm Thursday on the week after Council meetings.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

## **1 Edinburgh Avenue**

The Committee reviewed the recommendation from the Engineering Committee that it sell a parcel of land adjacent to 1 Edinburgh and cost share some minor improvements to the property. These changes are needed as a result of the Town's converting Peterson into a cul-de-sac in 2017. The land will have to be sold through a public tender process.

### **Motion #18-252**

#### **1 Edinburgh Avenue**

Moved by Councillor Dove and seconded by Councillor Fudge that the Town cost share improvements to the 1 Edinburgh Avenue property including paving a bulb and sealing the driveway on a 50/50 basis with the homeowner.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

#### **G. Other Reports:**

None.

#### **7. ADMINISTRATION**

None.

#### **8. CORRESPONDENCE**

None.

#### **9. NEW BUSINESS**

##### **Crack Sealing Quotations**

The Town invited quotations for crack sealing of Town streets and one bid was received. This work is planned to be carried out this fall on various streets throughout Town.

**Motion #18-253****Crack Sealing Quotations**

Moved by Councillor Dove and seconded by Councillor Fudge that the Town accept Crown Contracting's bid for the provision of crack sealing services.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

The bid is \$3.29 per linear metre and the Town plans to carry out approximately \$29,600 in work under this contract.

**Municipal Infrastructure Agreement Amendment**

At the last Council meeting a motion was approved to sign Amendment #1 for the Municipal Infrastructure Agreement with the Provincial Government. This Amendment is being made to reallocate savings on some projects to others that have gone over budget.

The Province has advised us that the motion is not acceptable as it did not state the amount of the funding in the motion. Because of this the original motion has to be rescinded and a new motion passed.

**Motion #18-254****Municipal Infrastructure Agreement Amendment Rescinded**

Moved by Councillor Dove and seconded by Councillor Woodford that Motion #18-233 be rescinded.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

**Motion #18-255****Municipal Infrastructure Agreement Amendment**

Moved by Councillor Dove and seconded by Councillor Woodford that Council amend its cost-shared funding agreement as outlined in the Municipal Affairs and Environment letter authorizing funding reallocation dated August 7, 2018 for the 2012-2014 and 2014-2017 Multi Year Capital Works Program totaling \$12,413,313. The Town of Gander agrees to provide \$3,553,997 in funding for this project and authorizes the Mayor and Town Clerk to enter into a funding agreement with the Department of Municipal Affairs and Environment on behalf of the Town of Gander.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

### Aviva Community Fund

The Deputy Mayor informed Council that the Town of Gander is in the running for the Aviva Community Fund. This funding is awarded to a community with an idea that will bring people together and also have a long-lasting impact. Our idea is to provide accessible playground equipment in our community

We are asking for your help by voting for our idea. You just need to go to [www.avivacommunityfund.org](http://www.avivacommunityfund.org) and register. Once registered, you will be assigned 10 votes. These 10 votes can be used to vote on various ideas or you can use all your votes on one idea. Voting is only open until Oct 4<sup>th</sup>. Check out the Town of Gander's Facebook page for more information or to find the direct link. You can also contact the Recreation Department at 651-5927 for more information or help with voting.

### Roads to End Violence

Councillor Brown advised that the Roads to End Violence and the Gander Women's Centre will be lighting up the Town Square gazebo with purple lights on Thursday, September 27<sup>th</sup> in recognition of Sexual Violence Awareness month and Take Back the Night.

### Motion #18-256

#### Adjournment

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

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

The meeting adjourned at 6:20 p.m.

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**P. Farwell, Mayor**

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**G. Brown, Town Clerk**