

MINUTES

Regular Meeting of Council Wednesday, June 8, 2011 @ 4:30 pm Council Chambers

Present:	C. Elliott	Mayor
	Z. Tucker	Deputy Mayor
	D. Blundon	Councillor
	S. Oram	Councillor
	N. Lanning	Councillor
	A. Scott	Councillor

Advisory		
Resource:	J. Turner	Chief Administrative Officer
	G. Brown	Town Clerk/Director of Finance
	D. Chafe	Director of Economic Development
	J. Blackwood	Director of Municipal Works & Services
	K. Waterman	Director of Parks, Recreation & Tourism
	A. Lorette	Deputy Municipal Clerk

Regrets:	R. Anstey	Councillor
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1. CALL TO ORDER

In Honour of Municipal Awareness Day, the Meeting was called to order at 4:35pm by student Taylor Blackwood. The Mayor presented Taylor with a plaque and gift for acting as "Mayor for a Day" following her participation in Municipal Awareness Day.

2. VISITORS/PRESENTATIONS

None.

3. MINUTES FOR APPROVAL

Motion #11-112

Minutes for Approval

Moved by Councillor Scott and seconded by Deputy Mayor Tucker that the Minutes from the Regular Meeting of Council on May 18, 2011 be adopted as presented.

In Favour: 6 Opposing: 0

Decision Motion carried.

4. BUSINESS ARISING FROM PREVIOUS MINUTES

None.

5. REPORTS – STANDING COMMITTEES:

A. Public Safety and Human Resources Committee:

The Public Safety and Human Resources Committee was held on May 30, 2011. The meeting was chaired by S. Oram, Councillor. Other members present included: Z. Tucker, Deputy Mayor; A. Scott, Councillor; G. Brown, Director of Finance; A. Lorette, Deputy Municipal Clerk; D. Brett, Fire Chief; O. Fudge, Municipal Enforcement Officer.

The following items were discussed:

PUBLIC SAFETY

Fire Hall Opening

It was noted that the Fire Hall has yet to be commissioned and the opening has been moved as a result. Once additional details on the new opening are prepared they will be made available.

Busy Bee Cabs

The Committee reviewed correspondence from Busy Bee Cabs and the current Taxi Regulations. It was noted that Busy Bee Cabs is seeking an increase in rates. The Committee would like to get feedback from the other taxi company in Gander before moving forward with any proposed changes. The owner of Town Taxi will be forwarded the request and asked for their input on the changes.

Ticketing Rates

The Committee discussed a request from Municipal Enforcement to increase the ticket rates for two Town offences. The Municipal Enforcement Officers proposed an increase in rates for both parking in a Handicap Zone and parking in a Fire Lane.

The Committee was in agreement that these are big issues around Gander and are in favour of increasing the rates. It is the hope of the Committee that the change in the fine will further deter motorists from breaking this regulation.

Motion #11-113**Ticketing Rates**

Moved by Councillor Oram and seconded by Deputy Mayor Tucker that the fine for breaching the Municipal Regulation on Parking in a Fire Lane (3a) and Parking in a Disabled Parking Space (85) be increased to \$82 per offence.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Speed Bumps

A letter from a resident regarding the speed hump on Fraser Road was reviewed by the Committee. In the letter, the resident expressed additional concerns that the speed hump, in his opinion, cannot alleviate. Some of the issues addressed were the continuing parking hazards on Fraser Road, pedestrian travel in this area, as well as the traffic lights being out at the Airport and Lindbergh intersection.

The Committee discussed the residents concerns at length. The resident will be written advising that the contract has been awarded to correct the problems with the intersection lights and that a meeting has been scheduled with the School Board to discuss the traffic concerns in front of Gander Academy.

It was also noted that the Town will contact the RCMP to see if they would be willing to devote one of their resources, once a week to the Gander Academy area for traffic enforcement, as it is not always possible to have Municipal Enforcement on site.

Save our People Action Committee

The Committee reviewed a request from the Save our People Action Committee for a resolution to be adopted by Council regarding the implementation of a moose collision reduction strategy including the implementation of moose fencing across the Island.

The Committee noted that they were in favour of promoting the cause, as moose collisions are a serious issue within the Province, and that they would be in favour of making informational material from the organization available at Town Hall.

The Committee does not favour the resolution suggested by the Save our People Action Committee as the resolution stipulates that the Province erect a moose fence along the highway.

MNL Resolution

The Committee reviewed correspondence from MNL looking for resolutions to be presented at their annual meeting. This is the first call for resolutions. The Committee discussed a number of possible options including illegal dumping which will be discussed again further once more information is available.

Policing of Little Harbour

Following a meeting with the Little Harbour Boat Owners Association, a request from the group was discussed regarding the enforcement levels at Little Harbour. It was noted that the Association has noticed overnight parking and instances of open fires. The Committee discussed the Associations concerns and will look into what signage is posted at the site to discourage persons from participating in these activities. In addition, it was noted that the Town will contact the RCMP and ask additionally for their assistance in patrolling this area.

Line Painting

The Committee discussed the current practice of line painting around Town and noted that the high traffic areas should have more priority. The Committee asked that Management look into the planning practice for line painting and report back to the Committee on the how the priorities are set.

It was noted that a number of complaints have been received regarding the high traffic areas around Gander.

Councillor Scott noted that the sequence of the center line painting was also discussed and will be reviewed again. Deputy Mayor Tucker commented that the Town is still looking in the possibility of completing line painting at night.

Speeds around Gander

It was noted that the Committee was still waiting on Municipal Works on the speed report for the arterial and collector streets around Gander. This was discussed in the past and the Committee is seeking follow up on when they can expect a recommendation from Municipal Works. Management will follow up with the Department and report back to the Committee.

House Numbering

It was noted by the Committee that issues have been raised in the past on the placing of street signs and house numbers in areas of new construction. The Committee asked Management to confirm that the newly created Development Agreements have a time requirement for the placement of this signage.

The CAO sought clarification on whether Council was looking for regulations on the numbering of homes in addition to the street signage. Council agreed that both areas were to be addressed.

HUMAN RESOURCES**Hiring Update**

The Deputy Municipal Clerk updated the Committee on current recruitment initiatives. It was noted that the Town will be re-advertising the Municipal Enforcement Officer position. In addition, the Town has selected candidates to be interviewed for the Occupational Health and Safety Position.

B. Parks & Recreation Committee:

The Parks and Recreation Committee was held on May 30, 2011. The meeting was chaired by D. Blundon, Councillor. Other members present included: A. Scott, Councillor; J. Turner, CAO; K. Waterman, Recreation Director.

The following items were discussed:

Gander Minor Baseball

Representatives from Gander Minor Baseball, Colleen Edwards and Patrick Penney, gave an update on their upcoming summer operations. During the last budget, they requested two items for consideration. The old scorekeepers/storage unit removed due to safety concerns and secondly, a new unit constructed to accommodate their equipment storage at the field.

A number of options were discussed to address their concerns within the financial allocation for the department. The group is starting their program on the first of July and is also hosting a provincial tournament the first weekend of August. The consensus was that a temporary structure would be purchased for equipment storage and the new permanent structure, under consideration for the fall, would include a 20' x 12' section to allow for future storage.

The delegates thanked the Committee for the meeting and they will work with the Municipal Works Supervisor on this request. They also thanked the Committee on the pre-season maintenance work carried out on the ball fields.

It is recommended that \$1,500.00 be reallocated from the fields maintenance budget to purchase a storage unit and this item is referred to the Finance Committee for their consideration.

Splash Pad Operations Report

The Director addressed the key points from a recent report that was submitted regarding staffing for the operation of the splash pad. The Committee suggested that the Director prepare a staff schedule utilizing two (2) summer students as well as a list of the maintenance requirements for a safe and more efficient operation. The Director will forward further information to the Committee as it comes available.

A lengthy discussion on the operation of the Splash Pad ensued. It was noted by Council that it was not their intention to have personnel staff this facility in 2011. The Director of Parks and Recreation noted that the Town has received grant funding for this purpose. Council commented that they would see no problem in having this area opened and closed then use the students elsewhere throughout the Town.

The Deputy Municipal Clerk noted that the positions from Service Canada have a defined purpose and three positions have been specifically allocated for the Splash Pad. The guidelines of the grant funding are that the positions are to work no less than 30 hours per week.

Council will discuss this item further at the next Committee Meeting.

Funding Request

The Gander Triathlon was approved for \$150 towards their event which is being held on August 21st. This event was held last year in Gander for the first time and is expecting over 100 participants this year.

CBC - Live Right Now

The Department is assessing the potential activities involved with the Live Right Now initiative to see if they can be accommodated into the summer schedule.

Newfoundland Blizzard Hockey Summer Program

The Committee addressed the renewal of summer ice contract(s) for the 2012 season. They suggested that the current lessee be contacted advising that there will be a call for proposal and the pending change in time frames for ice rentals for the next two years due to the Festival of Flight schedule.

Central Regional Trail System

A letter was received from the New-Wes-Valley Council indicating their support for improvements to the provincial trail system and the New-Wes-Valley and Gander/Benton connections.

Tidy Town Judging

The judging for the Provincial Tidy Towns Program will take place in Gander on Wednesday, July 13, 2011.

Municipalities Newfoundland & Labrador (MNL) Resolutions

The Committee does not have any resolutions to put forth for the MNL Conference.

The Director of Parks and Recreation noted that since this time a request has been received and will be reviewed at the next Committee meeting.

Gander Minor Soccer

Minor Soccer wrote expressing their concern over a priority item that they requested in the 2011 budget process that did not get approved. The group incurred an expense of \$7,000.00 to provide new nets for the provincial soccer tournament hosted last summer and is now asking the Town to provide a donation towards this purchase.

The Committee discussed the request and is recommending that a donation of \$2,000.00 be made to Gander Minor Soccer to help offset the cost of the soccer nets. The \$2,000.00 would be allocated from the community projects accounts. This item is referred to the Finance Committee for their consideration.

Community Trails Proposal

The Director briefed the Committee on a recent meeting held with representatives from the Dept. of Innovation, Trade and Rural Development to discuss the proposal that was submitted for funding. The government representatives were receptive to recommending this proposal for review.

They would like to address the following:

- Potential community not-for-profit and commercial partners
- Expand the proposal for an all-season application that would include enhancement work for all types of all terrain vehicle use
- Identify one overall proponent to sponsor the program

The Committee, further to these discussions, asked the Director to contact the government department for additional information before a formal recommendation or decision can be brought to Council.

Cobb's Pond Rotary Park Meeting

A meeting was held on May 19th with representatives from the Gander Rotary Club to give them an update on the spring maintenance program at Cobb's Pond Rotary Park. The Town and the Rotary Club both had a list of items that need to be completed and it was suggested that these lists be combined. The Director reviewed the maintenance items completed to date and the ongoing major repairs at the Park which have been assigned to staff from both the Department of Municipal Works and Parks & Recreation.

Community Centre Maintenance Checklists

A checklist for maintenance work at the Community Centre was reviewed and it was suggested that a further update on the work completed be presented at the next Committee meeting.

Community Centre Spring User Group Meeting

The Spring User Group Meeting was held on May 24th to update the Centre's user groups on the operations this past year and their upcoming plans for the 2011-12 season. Other items such as scheduled special events, ice contracts, potential new hockey league and ways to improve building maintenance were also discussed.

The groups will meet again in mid-September to finalize the schedule and discuss new issues or concerns. The Committee would like to thank the user group representatives for coming along to the meeting.

Councillor Lanning asked whether the addition of a second dressing room for females was in progress. The Director of Parks and Recreation noted that the feasibility of this was still under review.

Community Centre Cafeteria & Vending Machine Tenders

The Committee reviewed the tenders for the cafeteria and vending machines contracts at the Community Centre. There were two bids received on the vending and one on the cafeteria. The Committee is recommending that Abbott's Catering be awarded both tenders at a rate of \$1,000.00 per month for the cafeteria and \$200.00 per month for the vending machines. This is forwarded to the Finance Committee for their review.

C. Economic & Social Development Committee:

The Economic & Social Development Committee was held on May 30, 2011. The meeting was chaired by Z. Tucker, Deputy Mayor. Other members present included: N. Lanning, Councillor; D. Blundon, Councillor; A. Crummey, Development Officer.

The following items were discussed:

Doctor Recruitment

The Committee discussed the ongoing efforts of attracting Physicians to our community and several questions were raised regarding the recruitment process. Ms. Natalie Nichols, Central Health's Physician Recruitment Coordinator will be invited to meet with the Committee to explain the physician recruitment process and answer any additional questions.

It was noted that the St. Mary's Clinic currently has three physicians accepting patients and the Hospital has four. These physicians are not emergency physicians. The Deputy Mayor also advised residents to contact the Gander Medical Clinic to check their availability.

Copy of Letter from Central Health

During a previous meeting, the Committee reviewed a copy of a letter to the NL Women's Institute from Dr. Michael Zuckerman, VP of Medical Services, concerning the shortage of doctors in Gander. In response, Dr. Zuckerman assures that Central Health is actively recruiting doctors for Gander and is hoping to have the vacancies filled as quickly as possible.

Dr. Zuckerman also advised that there are family physicians in Gander who are actively seeking new patients and anyone having difficulty getting a family doctor should contact Central Health for their telephone numbers.

NLHC Program Overview

The Minister responsible for Newfoundland Labrador Housing wrote Council with an overview of the planned housing investments contained in the Province's 2011 Budget. A significant investment of over \$19 Million in affordable housing options will benefit many Newfoundlanders and Labradorians.

The Committee would like to bring to the attention of both private and non-profit sectors the fourth phase of the Affordable Housing Program. This partnership, between the Government of Canada and the provincial government, will see both governments investing \$8.1 million each over the next three years to create some 250 to 300 new affordable housing units. Anyone wishing to receive an Invitation for Proposal can be added to NLHC's mailing list by calling either 709-724-3059 or 709-724-3130.

EVAS Air - Iqaluit-Gander Flights

This Committee, on behalf of Council, sends its sincere congratulations to Mr. Patrick White, President and CEO of EVAS Air, on their new weekly flight between Iqaluit, Gander and Goose Bay. This new flight is a welcome addition to the schedule at Gander International Airport and will open up new opportunities for those living and working in Iqaluit.

A letter will be written to EVAS Air congratulating them on this new initiative.

Letter from CBC Radio-Canada

Mr. Hubert Lacroix, President and CEO of CBC Radio-Canada wrote Council to thank us for our support of their five-year strategic plan. The Committee will continue to monitor CBC's progress through their strategic plan and offer our assistance when appropriate.

Councillor Scott noted that one of the things that Council would like to zero in on is CBC's future plans for Gander and requested that the Town follow up on the correspondence sent previously.

Redevelopment of Commercial Lots

The Committee questioned if the owners of two vacant commercial lots had any plans to rebuild in this construction season. Staff will contact both developers to gather more information on their plans.

Federal Budget

The Deputy Mayor noted that the Federal Budget announced changes in the Coast Guard Centre's location and that the plan is for it to be moved to Halifax. Council noted their concern as Newfoundland makes the widest use of this resource and will follow up on the challenges this may create for the Province.

D. Tourism Committee:

The Tourism Committee meeting was held on May 31, 2011. The meeting was chaired by N. Lanning, Councillor. Other members present included: S. Oram, Councillor; K. Waterman, Director of Parks and Recreation; K. Sceviour, Special Events Coordinator.

The following items were discussed:

Destination Gander

The Executive Director and Chairperson of Destination Gander discussed the productive partnership between the Town of Gander and hoteliers with the Committee and requested that Council consider the continuation of the partnership. The Committee reviewed the variance report and the listings of various conventions and special events hosted in Gander since Destination Gander's inception. The Chairperson reiterated that the convention business is a huge asset to the Town bringing in over \$20 million in economic spinoff to the Town's businesses and bringing over 130,000 visitors to Gander in a year. The Committee was pleased with the progress of Destination Gander and further discussion regarding the continuation of the partnership will take place during the 2012 budget process.

Councillor Scott stated that as the budget approaches, it would be prudent to define the roles of each group to determine where responsibilities fall.

There was a lengthy discussion on the previous agreement and how to define areas that have come up over the last three year term.

Festival of Flight – Kitchen Party

The Tourism and Special Events Committee is pleased to announce that the entertainment for the 2011 Festival of Flight Kitchen Party has been confirmed. Taking to the stage on Saturday, July 30th is one of Canada's favorite rock bands – LOVERBOY! The band's hit singles, particularly "Turn Me Loose" and "Working for the Weekend", have become arena rock staples and are still heard on many classic rock radio stations across the United States and Canada.

Backing up the headline act are two very talented bands – Freshly Squeezed from St. John's and Gander's own Stone Exchange. Tickets will be going on sale Monday, June 13th at the Gander Community Centre.

A request from the Gander Lions Club to hold a 50/50 draw during the Kitchen Party was discussed. The Committee thinks this could be a worthwhile endeavour for the group.

Motion #11-114**Festival of Flight – Kitchen Party**

Moved by Councillor Lanning and seconded by Councillor Blundon that the Gander Lions Club be granted permission to hold a 50/50 draw during the 2011 Kitchen Party.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Municipalities Newfoundland & Labrador Resolutions (MNL)

The Committee reviewed a memo regarding MNL's first call for resolutions for the 2011 General Meeting. The Committee has no recommendations for resolutions at this time.

Advertising Requests – Exploits Valley (Phoenix Publishing)

The Committee reviewed a request for advertising from Phoenix Publishing regarding a map that they will be producing for Gander. The Committee agreed that the sample map provided was a great information piece, however, funds in the advertising budget have already been allocated for 2011 leaving no money for this project. The Committee will contact Phoenix Publishing to congratulate them on a job well done and consider advertising in the map during the 2012 budget process.

Festival Advertising

A proposal from Steele Communications was reviewed as part of the attached advertising plan for the 25th Anniversary of the Festival of Flight. The Event Coordinator will contact a local company regarding pricing for advertising in their flyer and on their placemats.

Motion #11-115**Festival Advertising**

Moved by Councillor Lanning and seconded by Deputy Mayor Tucker that the attached advertising plan be approved for the 2011 Festival of Flight.

In Favour: 6 Opposing: 0

Decision: Motion carried.

E. Municipal Works & Services Committee:

The Municipal Works & Services Committee was held on June 1, 2011. The meeting was chaired by D. Blundon, Councillor. Other members present included: N. Lanning, Councillor; J. Blackwood, Director of Municipal Works & Services.

The following items were discussed:

Nova Central School District- Magee Road

The Committee discussed 3 requests from Nova Central School District. The first being that during the Magee Road re-construction this summer, they would like to have the roadway paved wide enough to allow two left hand turning lanes, one for Gander Collegiate, and one for St. Paul's Intermediate.

The second request was to have sidewalks and curbs engineered to make both school entrances wider thus accommodating these previously requested turning lanes. This would also help facilitate further development to the entrances of both schools. These two enhancements would cost approximately \$18,000.

The third request was to re-establish an entrance-exit from Elizabeth Drive to prevent greater access to the west end school board office located on 203 Elizabeth Drive. Prior to the construction in the last few years on Elizabeth Drive, there was an exit-entrance at this location and due to operational changes they now see a need to have this entrance re-established. The Committee reviewed all three requests and will respond in writing to Nova Central School Board advising them of the Committee's decisions.

Cooper Boulevard Access, Smart Centre's request for extension

The Committee reviewed correspondence from Smart Centres stating that, similar to the Town of Gander, Smart Centre's has to go through the public tendering process. They are now in the process of acquiring 3 quotes for consultation work and they are asking for an extension in response time for their decision on the proposed access from their property onto Cooper Boulevard.

The Committee saw no issue with granting the extension and a response should be forthcoming by June 17, 2011.

Spruce Court, Part 1- Lot Grading

The Committee reviewed several lot grading issues from a previous Committee meeting. The specific lot in question, brought forward from the last Committee meeting, has been reviewed and both the home owner, developer, and the Town of Gander are in agreement that the problem existed on the individuals property and the property owner has already commenced work to rectify the problem.

Further discussion took place regarding the larger issue of lot grading and the lack of swales, that had not been installed by the developer, at the rear of the properties in several of the Spruce Court sub division developments.

The Director advised that he is in the process of reviewing all subdivisions for deficiencies with the Municipal Works Department and this information will be communicated to the developers and a timeline for the work to be completed will be established.

Spruce Court, Part 2- Phase 2 Variance

The Director advised the Committee that in previous correspondence with the Developer of Bondar extension, the Developer had submitted the lot variations as requested by the Town. The variances, as approved by Council, have been advertised with no objections received from the public and that subdivision development is proceeding without issue.

Commercial Property

The Director reviewed two vacant commercial properties that had been discussed in a previous Committee meeting. The first being the former Dooley's Building in the Town Square. The Committee has concerns about the state of disrepair and untidiness of the lot. Upon further investigation it was determined that most of the debris on the property was the result of snow clearing operations from the contractor hired by the Town of Gander. The Municipal Works Department will prepare to have that cleaned up.

The second lot was the former Canadian Tire site. The Director advised that this is private property, not a roadway and the public should not be using it as such.

The Committee had requested that the Director speak to the Development Department to obtain their advice as to what approach the Town could take with businesses in terms of a timeline of having properties reinstated or at least maintained above a state of disrepair during the vacancy.

There was a discussion on the plans for these vacant sites around Gander. Councillor Blundon noted he would like to see the Town require land owners to build on this site. It was noted that this is not likely possible as the Town is not selling the land, it is already owned by a third party. The Town does tax vacant land.

The CAO noted that during his recent participation in the FCM conference this June he was advised that other municipalities are doing a number of things with areas such as this. The CAO recommended that the Town conduct an inventory of these sites and discuss the issue again once a larger picture of how many properties are affected is clear.

Invoices

The Director advised that there were four capital invoices for approval and all goods and services have been received and meet the Town's specifications.

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

Roe Avenue Service Cuts

The Committee reviewed correspondence from a developer who has a proposal to construct a new building adjacent to an existing structure sharing the same property at 170 Roe Avenue. Site drawings and plans were included for the review and the Municipal Works Department looked at all options to have a second service to that property without a street cut or disruption to the Town infrastructure and determined that it was not feasible to do so.

The Chair had relayed to the Committee correspondence he had with the Minister of Transportation and Works giving the town permission to have a street cut if Council saw it as a necessity or as a means to promote business in the Town of Gander. The Committee is therefore willing to grant the owner permission to do a street cut for servicing of that lot.

It was decided that all future street cuts on Roe Avenue would be approved by Council.

Motion #11-116**Roe Avenue Service Cuts**

Moved by Councillor Blundon and seconded by Councillor Oram that a street cut be permitted at 170 Roe Avenue as requested.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Motion #11-117**Roe Avenue Service Cuts**

Moved by Deputy Mayor Tucker and seconded by Councillor Scott that all future cuts on Roe Avenue be approved.

In Favour: 6 Opposing: 0

Decision: Motion carried.

The Director of Development left the Council meeting at 5:45pm.

Service Road Options- Response

Business owners in the area affected by the service road connecting Bennett Drive and Laurell Road were written as a result of several business owners in the area complaining that it was being used as a through fare for motoring traffic. They felt that it should be maintained by the Town of Gander as a street.

The Town Council is not prepared to maintain the service road as a street and presented the business owners with three possible options by sending out correspondence with a diagram showing these options. The first was to install a curb and sidewalk on the Bennett Drive side, the second was the installation of a flower box abutment-type structure to be placed mid-way down the road and the third was to leave it as is, without any changes.

Only two responses were received and after they were reviewed, the Committee decided that the service road would remain as is, without any changes.

The Deputy Mayor noted that this makes no sense as he feels it is a huge problem and wondered why would the Town do nothing?

The two businesses that responded were in favour of leaving the situation as is.

Notice of Motion

The Deputy Mayor gave a Notice of Motion that at the next Regular Meeting of Council the Deputy Mayor will be introducing a Motion to block off the road. This Motion will be circulated in advance for the information of Council.

Land Sales

There were two requests for the purchase of backland, one from 17 and one from 19 Solberg Crescent. Both were reviewed and it was determined that neither of the parcels of property requested were currently in the land bank for sale and therefore the Committee was not able to approve these requests for the purchase of backland.

1 Thirsk Place

The Committee reviewed an application for a variance to erect a shed that was larger than the maximum height currently permitted by town regulations. The maximum shed height for this property was 5.3 meters and the application was for 6.1 meters.

The Committee was advised that all other guidelines and easements were adhered to and advertising was completed. If no objections are received by Friday, June 10th, 2011, this variance will be approved.

This could have been approved without going to Committee but it was brought forward for discussion simply because the contractor and homeowner had already proceeded with the construction and a stop work order was in place. This was for information purposes only, to update Council.

New Residential Construction Start Timeline

This item was brought forward as a result of correspondence from a resident who expressed concern on the policy for new building starts. This individual was under the understanding that the Town Policy required that land owners have one year from the date of purchase of that property to commence construction. They have been unsuccessfully trying to acquire a residential building lot since June of 2010 and they were unclear as to what the Town was doing to enforce this policy.

The Town of Gander *Building Permit Process Guide* clearly states that from the date of purchase of the lot, the applicant has one year to commence construction of the project. And from the date of issuance of a building permit, the applicant has one year to establish substantial completion of the project.

The Policy does exist but the question remains as to how it is determined when the property is legally transferred from the developer to the new property owner. The Director will discuss this with the Departments of Finance, Development and the CAO to determine a means of enforcing this policy.

Alert Me System

The Committee discussed the *Alert Me* option on the Town of Gander Website and would like to remind residents that this is a very valuable tool for receiving information quickly on water shut offs, street closures etc..It is very user friendly, you only have to sign on once and the notification goes directly to your email. Residents can call the Municipal Works and Services Department at 651-5915 if further information is required.

Topsoil

The Director of Development returned to the meeting at 5:55pm.

As a result of a discussion that took place at the last Council meeting, pertaining to the measurement of granular purchased by and delivered to the Town of Gander, the following procedure was relayed to the Committee. Every load is accompanied with a delivery slip showing quantity, aggregate type, driver, truck ID, and delivery date. This delivery slip is signed by the driver and the receiver upon date of delivery. For larger quantities of granular deliveries, the total delivery stockpile is measured using our GPS system to get a volumetric measure to quantify the quantities as written on the load slips. For topsoil, each load is inspected and measured to determine the quantity of material delivered.

Councillor Oram noted that he still doesn't agree as there is nothing stopping the load from being inaccurate. Councillor Oram insisted that these measurements have never been done.

The Deputy Mayor questioned how Councillor Oram would have the knowledge to make such a statement. It was noted by the Mayor that Councillor Oram should be cautious about making such accusations.

Councillor Oram requested a record of the measurement documentation and if received he would apologize for his accusation.

Street Paving In New Subdivisions

On the recommendation from the Development Department and from the ever growing request from new home builders and contractors, the Engineering Department investigated the residential subdivision construction practices of other municipalities in the province.

Many people shared the opinion that prior to the issuance of residential building permits, subdivision development should be brought to class "B", have the first lift of asphalt and curb installed and the lots rough graded. The Engineering Department contacted several municipalities and some were carrying out subdivision development in this manner and a few others were doing it the same as the Town of Gander currently does, bringing the road to class "B" construction only.

The Committee had a lengthy discussion on this topic and it was decided that further investigation will be required before any changes could be considered.

Professional Services (Hydrology Study)

The Director briefed the Committee on professional services the Town of Gander had proposed to engage.

A Hydrology Study for a new subdivision off Carr Crescent was proposed. This was the result of a request from residents of Ogilvie Street that a study be carried out, prior to any construction to the adjacent land at Little Cobbs Pond that may result in the lowering of the water levels. The Town contacted *Amec Environmental* to prepare a proposal which the Committee discussed.

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

Professional Services (Waste Recovery and Collection Vehicle)

The Director briefed the Committee on professional services the Town of Gander had proposed to engage pertaining to a waste recovery facility and collection vehicle.

In making the transition from the waste facility adjacent to the Town of Gander to one in Norris' Arm, Amec Environmental were contacted for a proposal to prepare the Town for this transition on Waste Recovery Facility options. This would also include collection vehicle options, information review, and baseline guidelines that should be followed during this transition period.

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

F. Finance & Administration Committee:

The Finance & Administration Committee was held on June 6, 2011. The meeting was chaired by A. Scott, Councillor. Other members present included: S. Oram, Councillor; D. Blundon, Councillor; G. Brown, Director of Finance.

The following items were discussed:

2010 Financial Audit

D. Cooper and K. Humphries of Walters Hoffs joined the meeting to present the 2010 Audited Financial Statements. They reviewed the Financial Statements with the Committee and indicated that it was a clean audit with no issues found. The audit was carried out under Public Service Accounting Board Guidelines and in 2010 the Town generated a surplus of \$3,029,557 and now has an accumulated surplus of \$35,044,441 at the end of December 2010.

Fiscal results for 2010 are unchanged from the Unaudited Financial Statements presented to Council earlier this year.

Councillor Blundon left the Regular Council meeting at 6:01pm and returned at 6:03pm.

It was noted that these numbers are a reflection of the change to PSAB, and the Town does not have \$35 million in the bank. It does, however, reflect the net value of municipal assets.

Our Auditors advised there would be no Management letter provided as there were no issues of significance they wish to address.

Council would like to commend the accounting staff for their dedication and hard work in having no issues identified.

Motion #11-118

2010 Financial Audit

Moved by Councillor Scott and seconded by Councillor Lanning approval of the Audited Financial Statements for 2010.

In Favour: 6 Opposing: 0

Decision: Motion carried

Fire Department Pagers

The Committee discussed the issue of Fire Department Pagers where the Fire Chief wished to purchase the higher priced of the two pagers quoted. His argument was that they currently have one brand of pagers in the system and they would like to keep that consistent. He also feels the quality of the higher priced pager is superior to the low price one.

The Director of Finance recommended that the Committee direct that the lower price pager be purchased. The Committee disagreed it felt the Fire Chief's arguments had merit and is prepared to permit the purchase of the higher priced pagers.

The CAO noted that there is another aspect which stipulates that whenever Council can, they are to purchase locally.

Councillor Lanning asked for clarification and the CAO responded that if there is a competitive industry with more than three businesses in Gander, there is no need to look outside the community for additional vendors.

Councillor Scott noted that this a minor purchase with less than \$150 in the difference.

Invoices for Approval

CAPITAL

AS RECOMMENDED BY THE MUNICIPAL WORKS & SERVICES COMMITTEE JUNE 1, 2011

- | | |
|---|------------|
| 1. Redwood Construction | 359,130.64 |
| 01-000-0080-1812, Claim #12 New Fire Station, partial release of Holdback | |
| Contract 4,620,398 Spent to date 4,158,359 | |
| 2. Hickman Motors Limited | 23,698.28 |
| 01-000-0080-1815, 2011 Silverado, GK65110 | |
| Budget 69,000 Spent to date zero | |
| 3. Hickman Motors Limited | 23,698.28 |
| 01-000-0080-1815, 2011 Silverado, GK65115 | |
| Budget 69,000 Spent to date zero | |

4. Hickman Motors Limited	23,698.28
01-000-0080-1815, 2011 Silverado, GK65120	
Budget 69,000 Spent to date zero	

Total capital invoices for approval \$430,225.48

The Director of Finance advised that the invoices were within Budget and meets the Policies of the Town of Gander.

Motion #11-119

Invoices for Approval

Moved by Councillor Scott and seconded by Councillor Oram that the invoices be paid as presented with the exception of Redwood Construction which is to be approved but paid only following the successful completion of the commissioning.

In Favour: 6 Opposing: 0

Decision: Motion carried.

All Saints Cemetery Committee

The Committee reviewed a letter from the All Saints Cemetery Committee regarding insurance coverage. They are asking the Town to consider covering the All Saints Cemetery Committee for liability insurance. The Town cannot do this as it can only insure its own staff for liability and our Policy does not allow for any outside coverage for outside groups. All Saints Cemetery Committee will be written advising the Town will continue to cover the property coverage but cannot extend the liability coverage as requested.

Gander Minor Soccer Request for Funding

The Committee reviewed a recommendation from the Parks and Recreation Committee that \$2,000 be allocated to Gander Minor Soccer to help offset the cost of soccer nets.

Motion #11-120

Gander Minor Soccer Request for Funding

Moved by Councillor Scott and seconded by Deputy Mayor Tucker that a donation of \$2,000 be made to Gander Minor Soccer to offset the cost of soccer nets.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Community Centre Cafeteria/Vending Services

Request for Proposals have been called for the provision of both Cafeteria and Vending Machine Services at Gander Community Centre. One bid was received for the Cafeteria Concession. Both of these contracts are for a three year period commencing July 1, 2011.

Motion #11-121

Cafeteria Concession

Moved by Councillor Scott and seconded by Councillor Blundon that Abbott's Catering be awarded the contract to run the Cafeteria Concession at the Gander Community Centre at a cost of \$1,000/month plus HST.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Two bids were received for the Vending Machine Concession with Abbott's Catering being the preferred bidder.

Motion #11-122

Vending Machine Concession

Moved by Councillor Scott and seconded by Deputy Mayor Tucker that the Vending Machine Service Contract be awarded to Abbott's Catering at a price of \$200/month, plus HST.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Gander Minor Baseball Request

The Committee reviewed the recommendation from the Parks and Recreation Committee that \$1500 be reallocated from the Field Maintenance Budget to purchase a Storage Unit on a temporary basis this year for Gander Minor Baseball.

The Committee agrees that the Unit should be purchased but does not agree that the funds should come out of Field Maintenance Budget. There is \$9,000 allocated for Minor Capital Improvements to the Baseball Field and the Committee feels that if the Storage Unit is a priority then the funds should come out of the \$9,000.

Motion #11-123

Gander Minor Baseball Request

Moved by Councillor Scott and seconded by Councillor Oram that the Storage Shed be purchased for Gander Minor Baseball out of the existing Capital out of Revenue Budget for the Baseball Field.

Deputy Mayor Tucker noted that the problem is that there was \$9,000 available to build a new storage building and that a temporary building would take away from this funding.

The CAO noted that no group was identified during the budget and that the funding budgeted was for general Capital Works on the baseball field. This money was not allocated for Minor Baseball rather for a variety of repairs.

Councillor Lanning noted that she has requested additional clarification on this funding.

Deputy Mayor Tucker noted he will be voting against the motions because the Town tore down their existing building and have left them without a facility.

The CAO noted that the old Canteen has been determined to be sound and that this may provide a suitable short term solution for the league until a permanent solution can be determined.

Councillor Oram feels the Town should use some foresight before it tears down a building and then try to deal with the problems.

Both the mover and seconder were in agreement to withdraw the motion so it could be tabled until it is determined whether or not the old Canteen will be suitable in the short term.

Decision: Motion withdrawn.

Johnson Crescent Paving Contract

The Committee reviewed the tender results for the repaving of a section of the Johnson Crescent. Two bids were received with B&M Paving (1983) Ltd. being the lowest qualified bidder.

Motion #11-124

Johnson Crescent Paving Contract

Moved Councillor Scott and seconded by Councillor Lanning that the tender for the upgrading of Johnson Crescent be awarded to B&M Paving (1983) Ltd. at a cost of \$106,876.24 HST inclusive.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Engineering Contract – Hydrology Study

The Committee reviewed a recommendation from the Department of Municipal Works that the Town award the Engineering Contract for a Hydrology Study to AMEC. This study is to assess the feasibility of constructing a subdivision between Ogilvie and Carr Crescent and ensuring that there is no issue with the water flow to Little Cobb's Pond.

Motion #11-125

Engineering Contract – Hydrology Study

Moved by Councillor Scott and seconded by Councillor Blundon that the AMEC be hired to conduct a Hydrology Study at a cost of \$23,481 plus HST.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Waste Recovery and Collection Vehicle Study

The Committee reviewed a request from the Department of Municipal Works regarding an Engineering Study for Waste Management at a cost of \$12,040 and it is being recommended that AMEC once again be hired to do this as they have had experience with similar studies on the Avalon Peninsula. The Committee did not agree with the recommendation to hire an Engineering firm to do this. They felt that the project is not that complicated and could be carried out in house and are not recommending hiring an external consultant.

The CAO noted that the problem is that this has been on Council's to do list for the last two years and the Town doesn't have the resources or time to complete the project. The CAO's problem is that Council is already six to eight months behind and this needs to be done now.

Questions on what this process would entail were reviewed.

The CAO stated that the study is complete but Council wanted to do something to prevent our residents from having to transfer additional waste on weekends. Central Waste has determined that there is no requirement for a Transfer Station in this area.

It was noted that all the questions that are being discussed are all answers that the consultant would be able to provide.

Motion #11-126**Waste Recovery and Collection Vehicle Study**

Moved by Deputy Mayor Tucker and seconded by Councillor Scott to contract an Engineering Study for Waste Management at a cost of \$12,040 and that this project be awarded to AMEC.

In Favour: 5 Opposing: 1

Councillor Oram noted his opposition.

Decision: Motion carried.

G. Other:
None.

6. **ADMINISTRATION**
None.

7. **CORRESPONDENCE**
None.

8. **NEW BUSINESS**

Tourism Luncheon Sponsorship

This week the Tourism Industry of Newfoundland and Labrador is holding its annual Tourism Awareness Week. The Chamber of Commerce in partnership with Steele Hotels and several tourism groups is hosting a luncheon for the event and are asking that Council assist in hosting the luncheon.

Motion #11-127**Tourism Luncheon Sponsorship**

Moved by Councillor Lanning and seconded by Deputy Mayor Tucker that the Town of Gander pay \$500 towards the hosting of a luncheon for Tourism Awareness Week.

In Favour: 5 Opposing: 1

Councillor Oram noted his opposition.

Decision: Motion carried.

RNL

Councillor Blundon welcomed delegates and special guests to our community on behalf of Council and residents. There were over 190 delegates, special guests and exhibitors who registered for the conference. This conference celebrated the 40th Anniversary of the Provincial Association. The event offered a variety of training and educational seminars for persons involved in community recreation, especially the dedicated volunteers.

The Keynote Speaker for the conference was Sami Joe Small who spoke on her extensive experience with the National Ladies' Olympic Hockey Team. Actually, this was her third visit to Gander in the past 13 years.

The highlight of the conference was the Association's Awards Banquet. I would like to congratulate Mr. Joe Philpott for receiving the Provincial Bridging the Gap Award for his work with individuals with a disability. Also, Mr. Nick Soper who received the Provincial Volunteer Award for his outstanding volunteer commitment to the sport of Cross Country Skiing. There were only 26 of these awards presented across the province. Mr. Terry French presented the prestigious awards on behalf of the Association and provincial government.

He thanked our staff who helped organized and co-sponsor the event and Gina Brown for taking on the role of Master of Ceremonies at the Banquet.

The Town would like to wish the new Board of Directors under the leadership of Ian Flynn all the best for a successful term of office and I am hoping that I will be around at the 80th annual conference to bring greetings.

9. ADJOURNMENT**Motion #11-128****Adjournment**

There being no further business, it was moved by Councillor Blundon and seconded by Deputy Mayor Tucker that the meeting be adjourned at 6:40pm.

In Favour: 6 Opposing: 0

Decision: Motion carried.



Claude Elliott, Mayor



Garry Brown, Town Clerk