

MINUTES

Regular Meeting of Council Wednesday, June 29, 2011 @ 4:30 pm Council Chambers

Present:	C. Elliott	Mayor
	Z. Tucker	Deputy Mayor
	R. Anstey	Councillor
	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
	J. Blackwood	Director of Municipal Works & Services
	K. Waterman	Director of Parks, Recreation & Tourism
	A. Lorette	Deputy Municipal Clerk
Regrets:	D. Chafe	Director of Economic Development

1. CALL TO ORDER

The Meeting was called to order at 4:35pm.

2. VISITORS/PRESENTATIONS

Representatives from Ride for Sight

Representatives from the Ride for Sight presented the Town with a Certificate of Appreciation. It was noted that \$185,000 was raised which was \$5,000 above last year. Specific acknowledgements were made of Kevin Waterman, Kelly Sceviour, Dee White, all the Parks and Recreation staff as well as the Town Municipal Enforcement Officers.

Mayor and Town Clerk signed Cobb's Pond

The Town and the Rotary Club have negotiated a Memorandum of Understanding to deal with the operation and fundraising for Cobb's Pond Rotary Park. The Rotary President, Mr. Patrick Penney, signed the Agreement on behalf of Rotary and the Mayor and Town Clerk on behalf of Council.

Information is provided by the NHS to residents (NHS).

The Mayor called upon all residents who are selected for the NHS to complete and return their NHS questionnaires. It was noted that the Town of Gander supports the NHS because NHS information is important for our community and is vital for planning services such as child care, schooling, family services, housing, roads and public transportation, and skills training for employment.

3. MINUTES FOR APPROVAL

Motion #11-129

Minutes for Approval

Moved by Deputy Mayor Tucker and seconded by Councillor Scott that the Minutes from the Regular Meeting of Council on June 8, 2011 be adopted as presented.

In Favour: 7 Opposing: 0

Decision Motion carried.

4. BUSINESS ARISING FROM PREVIOUS MINUTES

Information is available from the businesses.

The area behind the businesses is being used as a road. They need the area for service. There was a suggestion that the Town block it off half way through.

Motion #11-130

Erection of a Barricade

Moved by Deputy Mayor Tucker and seconded by Councillor Lanning that the Town of Gander erect a barricade to block vehicle traffic from using the laneway behind the Subway shopping complex as a through fare.

Before the discussion began, Councillor Blundon asked Council for a decision as to whether he was in conflict on this issue as he has a business close by.

Motion #11-131

Conflict of Interest

Moved by Deputy Mayor Tucker and seconded by Councillor Lanning that Councillor Blundon is not in a conflict of interest for this discussion.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Councillor Blundon doesn't think it is necessary to block off the road and felt that erecting signage indicating that the area was 'No Through Fare' would suffice.

Councillor Scott doesn't necessarily disagree with blocking it off. He is disappointed with feedback from business community where the Town only received two responses and of the two responses, both indicated they would like to see the road remain open.

There was a lengthy discussion on the issue which following, the issue was called to question.

In Favour: 2 Opposing: 5

Decision: Motion defeated.

Councillor Blundon motioned that a "no through fare" traffic sign should be erected at Colour Your World.

Motion #11-132

Colour Your World Sign

Moved by Councillor Blundon and seconded by Deputy Mayor Tucker that a no through fare traffic sign be erected at Colour Your World.

In Favour: 1 Opposing: 6

Decision: Motion defeated.

5. REPORTS – STANDING COMMITTEES:

Public Safety and Human Resources Committee

The Public Safety and Human Resources Committee was held on June 20, 2011. The meeting was chaired by S. Oram, Councillor. Other members present included: C. Elliott, Mayor; A. Scott, Councillor; G. Brown, Director of Finance; A. Lorette, Deputy Municipal Clerk; D. Brett, Fire Chief; W. Shearing, Municipal Enforcement Officer.

The following items were discussed:

PUBLIC SAFETY

Elizabeth Drive Shopping Centre

The Committee discussed the new entrance to the Elizabeth Drive Shopping Centre and noted that with last season's changes to the entrance, there has been a traffic issue created as a result. Municipal Enforcement noted a possible solution would be to erect a stop sign adjacent to Lilly's Landing and directional arrows on the pavement.

The Committee was in agreement and will contact the Municipal Works Department to make arrangements to have this signage put in place. It was also noted that the traffic signage and directional arrows would be paid for by the Town and not the business owners in that area.

Residential Basketball Nets

Municipal Enforcement Officers advised the Committee that with school ending they are experiencing greater instances of youth in the Town streets. One such area of concern is while making use of personal home basketball nets. The Committee discussed these concerns and commented that this could pose significant safety issues.

The Committee would like to remind residents to be mindful of children playing around Town as well as to remind residents that for the safety of their children that personal recreational equipment should not be used on Town streets.

Public Advisory: Hurricane Season

The Committee reviewed correspondence from the Department of Municipal Affairs in relation to the upcoming hurricane season. The correspondence illustrated reminders and tips for how to prepare your home in anticipation of such events. The Committee would like to remind residents of the following tips in preparation for the upcoming hurricane season:

- This season is most predominant in Newfoundland and Labrador in August, September and October,
- Inform yourself of the risks in your region,
- Follow local weather forecasting,
- Prepare an emergency kit for your home and family,
- Understand your insurance policy and know your local emergency numbers,
- If you become aware of flooding in streets or blocked culverts, contact the Town to make them aware of the situation.

RCMP Questionnaire

The Committee reviewed correspondence from the Royal Canadian Mounted Police requesting that Council participate in their annual policing questionnaire. The Committee was in agreement that each Councillor of the Public Safety Committee would complete the questionnaire prior to the next Committee Meeting.

HUMAN RESOURCES

Hiring Update

The Deputy Municipal Clerk advised the Committee of recent hiring updates and noted that the Occupational Health and Safety position had now been filled with the successful candidate beginning next week.

In addition, applicants would soon be reviewed for the Special Events position and the re-advertisement of the Municipal Enforcement Officer position.

Vehicle Allowance Policy

At the request of one of the Councillors, the Vehicle Allowance Policy was reviewed. The Committee discussed the current policy and asked that a breakdown be prepared prior to the next Committee meeting of those positions that are currently receiving a vehicle allowance.

Standard Life

For the information of the Committee correspondence was reviewed from the Town's Pension Provider Standard Life which advised the Town of a number of policy changes in relation to the Town Pension Plan.

FCM Reports

The Committee reviewed reports submitted by Deputy Mayor Tucker and Mayor Elliott from the FCM Conference in Halifax. There were a number of beneficial sessions outlined in the reports from Community Policing and affordable housing to Social Media in municipal government. Both attendees thought the Conference to be a good use of Council spending and thanked Council for providing them with the opportunity to attend.

2. Parks and Recreation Committee Report

The Parks and Recreation Committee was held on June 20, 2011. The meeting was chaired by D. Blundon, Councillor. Other members present included: A. Scott, Councillor; K. Waterman, Recreation Director.

The following items were discussed:

Summer Student Employment Program

The Director briefed the Committee on the status of the summer student employment program and the efforts being extended to ensure the Town's future student employment eligibility remains in place for future years.

Plans will be put in place to oversee the opening and closing of the splash pad during the summer period.

Councillor Oram questioned the hours of operation for the Splash Pad.

Deputy Mayor Tucker stated it was eight hours/day and will be opening early next week.

Cobb's Pond Rotary Park

The Committee suggested that the Gander Rotary Club be asked to attend the next Council meeting for the official signing of a Memorandum of Understanding. This agreement declares the roles and responsibilities of the Town and the Rotary Club in the redevelopment of Cobb's Pond Rotary Park. This document will also serve as the cornerstone for the Club's fundraising efforts for ongoing park improvements. The Director will contact the Rotary Club on the signing arrangements.

Community Trails Grant Program

The Committee discussed the community trails program and the following direction was proposed:

- a) have the program expanded to include improvements for all season vehicular usage,
- b) revisit the cost estimates for equipment requirements, and;
- c) further identify potential not-for-profit and local commercial partners to assist with implementing the program.

It was recommended that the town complete an application for funding under the Dept. of Innovation, Trade and Rural Development's Regional Sectoral Diversification Fund as the program proponent.

The application form will be prepared and submitted to hopefully allow work to proceed on trail improvements as soon as possible. Also, a meeting of potential user groups should be organized to discuss work plans.

Community Centre Maintenance Checklist

The Community Centre maintenance checklist and items completed were reviewed. It is anticipated to have all the items completed by mid-July.

Gander Minor Baseball – Storage Unit

The proposed temporary storage shed should be in place and ready for use by June 24th.

The Director of Parks and Recreation confirmed that this is now in place.

Gander Collegiate – Thank You

A letter was received from the organizing committee for the Collegiate Prom held this past May. They thanked the Town for the use of the facility and the assistance from the staff. A copy of the letter will be forwarded to the Community Centre's staff.

Civic Enhancement Committee Meeting

The Committee reviewed the minutes of the meeting held with the Civic Enhancement Committee on June 9th. Many items are proceeding on schedule but others need to be addressed further such as:

- a) contacting the Dept. of Highway on the possibility of the need for hydroseeding along certain sections of the Trans Canada Highway near our community entrances, *and Cooper Blvd.*
- b) the need to have an annual antilitter clean-up day established in the later part of June and include as many community groups as possible as well as local residents, and;

Deputy Mayor Tucker suggested that the Town contact those Committees in advance that are doing this already and try to piggy back with the regular dates.

- c) the references made at the last Council meeting regarding civic activities and the Committee's mandate. This reference disappointed the Committee and they felt it was not justified. It criticized their volunteer work which has been well received by the community as a whole. In the future, if questions and comments by Council are warranted, they should be addressed at a civic meeting and not in the public forum.

Councillor Oram asked for clarification on this item.

Councillor Blundon noted it was based on Councillor Oram's comments in the previous meeting where he stated that the majority of the trees planted have been wasted. It was noted by the Director of Parks and Recreation that of the 320 trees planted there has been a mortality rate of only 63. Deputy Mayor Tucker noted it is not a majority, only 20% which was in line with planning projections.

Funding Requests

The following requests were approved under the Grants, Subsidies and In-kind Services Program.

Gander Minor Baseball was approved for \$300.00 towards hosting the Provincial 'AA' Mosquito Baseball Tournament from August 5 – 7, 2011. There will be over 150 athletes, coaches and parents attending this tournament.

Victoria Pinsken for \$125.00. Victoria was chosen for the Newfoundland & Labrador Volleyball Association's Provincial Elite Volleyball Team for 2011. She will be travelling to New Brunswick for competitions and training in July & August.

Expression of Interest – Cutting of Blow Downs at Cobb's Pond

The Committee reviewed a draft copy of the call for Expressions of Interest to cut Blown Downs at Cobb's Pond Rotary Park. The Committee made some suggestions to include in the proposal call and asked the Director to check on additional information.

Municipalities Newfoundland & Labrador (MNL) Resolution

The Director circulated a draft resolution to be put forward at the fall MNL conference regarding the Province standardizing the legislation for operating arena refrigeration systems as per the rest of the Atlantic Canada provinces.

Economic & Social Development Committee

The Economic & Social Development Committee was held on June 20, 2011. The meeting was chaired by Z. Tucker, Deputy Mayor. Other members present included: N. Lanning, Councillor; D. Blundon, Councillor; D. Chafe, Development Director.

The following items were discussed:

Budget Reallocation – Christmas Market

The Department is in the process of planning its inaugural Christmas market. The event is estimated to cost approximately \$183,000 with the Town's share being \$16,000. During the 2011 budget planning process, the Department anticipated its share at \$10,000 leaving a projected shortfall of \$6,000.

The Director is requesting to re-allocate \$6,000 dollars from its Business Travel account to its Outdoor Market account. Business travel will be adjusted to accommodate this request.

The Committee supports this re-allocation request and forwards it on to the Finance Committee for review and consideration.

Physician Recruitment

The Committee reviewed the Minutes of its May 30th meeting with Ms. Natalie Nichols, Physician Recruitment Coordinator with Central Health. During that meeting discussion focused on the allocation of physicians throughout the region, Central Health's plans for physician recruitment and the continuing role of the Physician Recruitment Committee.

There are currently 53 physicians in Gander and 62 in Grand Falls Windsor. Of these, 22 of the Gander physicians are General Practitioners, seven of whom are taking new patients including four that are located at the James Paton Memorial Hospital.

Central Health continues to work on expanding the number of physician positions in Central and is actively working with Memorial University Medical Students in an effort to attract future graduates. Ms. Nichols suggested that the Town continue to assist with recruitment efforts through its sponsorship of special events but should also consider extending its role to include doctor retention.

The minutes of this meeting will be forwarded to the Mayor's Doctor Recruitment Committee for their information and consideration.

A June 9th article by Beacon reporter Stephanie Stein offered additional insight including that:

- Central Health now has almost 160 doctors,
- Seven doctors are now accepting new patients including four hospitalists based at the James Paton Memorial Hospital and three at the St. Mary's Medical Clinic,
- The Hospital also recently added a new anesthesiologist and radiologist to its team,
- With advances in physician recruitment well under way, Central Health is also focusing on improving the quality of medicine including issues of insufficient beds and long wait times.

Based on our meeting and the information from the Beacon article, it would appear that progress is being made in addressing the healthcare needs of the region. Despite this, however, significant challenges remain that will keep physician recruitment and the quality of healthcare at the forefront of Council's priorities.

Commercial Land Development

The demand for commercial land in Gander remains strong. All land on Roe Avenue has been sold and now over 60% of the new land, to be made available through the construction of Dickins Streets, is spoken for. The Director indicated that more land will be needed before the end of this year and is recommending that an additional road be developed off Dickins to open an additional 10 lots.

The request has been reviewed and is supported by Management. The Finance and Municipal Works Department are currently determining the cost of an additional road and its impact on future land prices.

In the meantime, the Committee agrees with placing a road reservation along Dickins to accommodate the proposed road.

This item has been referred to the Engineering and Municipal Works Committee for their review and consideration.

Search and Rescue

The recently announced federal Budget calls for consolidation of the Canadian Coast Guard's services, a decision which will see the closure of the Search and Rescue Coordination Centre in St. John's. Provincial, municipal and union leaders, as well as residents throughout the Province, believe that this decision will have a major negative impact on the Search and Rescue Services and are calling for a reversal of the decision.

Council has long been an advocate of enhancing Search and Rescue capabilities in this region and shares the belief that this decision must be reversed. The Committee has asked that letters be written to Prime Minister Harper, Finance Minister James Flaherty and Fisheries and Oceans Minister, Keith Ashfield, expressing our position on the matter and asking that the decision be reversed.

Airport Board Appointment

Council is pleased to nominate Mr. Des Dillon as the Town's new representative on the Board of the Gander International Airport Authority. Mr. Dillon has a long track record of community involvement and leadership. Council is confident that Mr. Dillon, with his experience and commitment to the community, will be an excellent and valued member of the Board. Mr. Dillon will be replacing Mr. Barry Thompson who has served as our representative for the past four years. Council would like to thank Mr. Thompson for his time and commitment. A letter will be written thanking him for same.

WHEREAS The Town of Gander nominates representatives to the Gander International Airport Authority Board of Directors

AND WHEREAS Mr. Des Dillion has accepted the nomination to represent the Town of Gander

BE IT RESOLVED that Mr. Des Dillion be nominated to the Gander International Airport Authority Board of Directors as the Town of Gander representative.

Motion #11-133

Airport Board Appointment

Moved by Deputy Mayor Tucker and seconded by Councillor Blundon that Mr. Des Dillion be nominated to the Gander International Airport Authority Board of Directors as the Town of Gander representative.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Affordable Housing Action Plan

The Canada Mortgage and Housing Corporation recently released "*A Guide for Canadian Municipalities for the Development of A Housing Action Plan*" which provides municipalities with the framework that allows them to implement strategies intended to create and develop market, affordable and non-market housing units.

The Committee reviewed the document and has directed staff to reference its methodology and recommendations when and where appropriate.

Councillor Oram questioned the availability of land for such a development.

Deputy Mayor Tucker stated Council is still looking at a number of areas.

Councillor Oram stated that as a Council, the Town should set aside land for affordable housing.

Sobey's Property

The Committee requested that staff contact Sobeyes to ascertain their intentions for property located at the site of the former Canadian Tire Store. Staff will make the necessary inquiries and report back to the Committee at its next meeting.

June 28, 2011 Meeting Minutes

The Tourism Committee meeting was held on June 21, 2011. The meeting was chaired by N. Lanning, Councillor. Other members present included: S. Oram, Councillor; R. Anstey, Councillor; J. Turner, CAO; K. Waterman, Director of Parks and Recreation; K. Sceviour, Special Events Coordinator.

The following items were discussed:

The Director of Finance left the Regular Council meeting at 5:22pm.

9 Wing Gander re Support Our Troops Event

A letter from 9 Wing Gander thanking the Town for inviting them to participate in the Festival of Flight "Support the Troops" event was reviewed. The event will be held on Thursday, July 28th and is hosted by the Town to recognize the contribution of 9 Wing Gander personnel to our community.

Unsolicited Proposal – Festival of Flight Liquor Sponsorship

The Committee discussed an email from Bell Spirits and Wines regarding possible sponsorship of the Festival of Flight. The Committee would like to continue supplying various popular brands of liquor at the Kitchen Party and have asked the Event Coordinator to contact Bell Spirits and Wines to discuss a possible prize donation but not an exclusive sponsorship.

Festival of Flight Fun Fly

The Event Coordinator updated the Committee on a request from the R/C Fun Fly to host a national champion at their event during the Festival. The Fun Fly organizers have asked for \$1000.00 to pay for expenses incurred by the guest to travel to Newfoundland from New Brunswick with 3-4 large remote controlled planes. As this is a flight related event and the Committee is keen to add more flight to the Festival, the Committee agreed that this request could be accommodated in the monies allocated in the budget for the aviation event.

Motion #11-134

Festival of Flight Fun Fly

Moved by Councillor Lanning and seconded by Deputy Mayor Tucker that the Town of Gander donate \$1000.00 to the R/C Fun Fly to host Mr. Marc Ramsey during the 2011 Festival of Flight.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Festival of Flight Update

The Director of Finance returned to the Regular Council meeting at 5:25pm.

The Event Coordinator updated the Committee on the following items regarding the Festival:

- Thomas Amusements have agreed to an increase in their fee for participation in the Festival of Flight.
- The Chairperson and Event Coordinator met with the Chamber of Commerce to discuss acquiring 30% of their net proceeds from the Community Breakfast to offset the expenses incurred by the Town during the event. The Chamber has agreed to this request.
- Atlantic Loto has agreed to become a sponsor of the flight activities during the Festival of Flight in 2011 at a cost of \$2000.00.
- Dominion (Loblaws) has been a sponsor of the Festival for over 20 years and in 2011 they have agreed to increase their sponsorship of the Festival to \$4000.00.
- Pepsi (Browning Harvey) will once again sponsor the Festival.

For a complete list of Council decisions, please refer to the agenda.

The Municipal Works & Services Committee was held on June 22, 2011. The meeting was chaired by R. Anstey, Councillor. Other members present included: N. Lanning, Councillor; D. Blundon, Councillor; J. Blackwood, Director of Municipal Works & Services.

The following items were discussed:

Cooper Blvd Access, Smart Centres

The Committee had a lengthy discussion on the proposed access to Cooper Boulevard from the Smart Centers property and the request from Fraser Enterprises Limited to also access Cooper Boulevard. In their most recent correspondence, Smart Centres had indicated to the Town that they were unwilling to move the location of their entrance but they would, under some arrangement, grant access for Fraser Enterprises Limited to cross their property if a deal could be worked out between the two property owners. They had also indicated that they had no objections to the Town granting a *right in/right out* access onto Cooper Boulevard as this is what their traffic study showed which confirmed what the Town of Gander traffic study also indicated. However, both studies also indicated the secondary access wasn't warranted and that they were unwilling to fund an access at this time.

The Committee felt that part of the solution to the complaints that are received regarding Roe Avenue is to create a longer right turn lane from Roe onto Cooper.

The Committee requested the CAO to contact Fraser Enterprises Limited to discuss the transfer of a portion of his land to the Town to increase the length of the holding lane exiting Roe Avenue heading north on Cooper Boulevard. In exchange for this portion of land, the Town would grant a right in/right out entrance onto Cooper Boulevard upon receipt of a land use plan for the property.

WHEREAS Fraser Enterprises Limited has approached the Town requesting an access onto Cooper Boulevard;

AND WHEREAS the Town would like to reduce the traffic issues in the Roe/Cooper intersection;

BE IT RESOLVED that Fraser Enterprises Limited be permitted to construct a right in-right out access onto Cooper Boulevard from their property at 5 Roe Avenue provided that they transfer land adjacent to Roe Avenue to allow the Town to construct a longer holding lane and that they provide a site plan to be approved by Council for the development planned for the site.

Motion #11-135

Cooper Blvd. Access, Smart Centres

Moved by Councillor Anstey and seconded by Councillor Lanning that Fraser Enterprises Limited be permitted to construct a right in-right out access onto Cooper Boulevard from their property at 5 Roe Avenue provided that they transfer land adjacent to Roe Avenue to allow the Town to construct a longer holding lane and that they provide a site plan to be approved by Council for the development planned for the site.

Councillor Oram questioned when the study was completed?

Councillor Anstey stated Smart Centres was two years ago and ours was three years ago.

Deputy Mayor Tucker stated that there is a problem with giving one business area access. Previously, Council was talking about the area at EB Games. This accommodates one business person and this would open the gates for every business backing on Cooper Blvd. to request access to Cooper Blvd.

Councillor Blundon stated that because this will relieve traffic congestion, this will alleviate some of the problems. Councillor Blundon also noted he felt the traffic light timings should be changed.

Deputy Mayor Tucker asked if the Town can look at expropriating the land from Smart Centres. It was noted that even if Council did do this, it would not gain Council access onto Smart Centre property therefore defeating the purpose.

Councillor Anstey asked for clarification on whether the 3rd party road would be put in by the business person.

Councillor Scott noted his concern with the Town's approach because from the beginning this intersection was built to minimum standards and now Council is considering accommodating this. Councillor Scott would like to see a plan in front of Council before approving anything.

There being no more discussion, the issue was called to question.

In Favour: 5 Opposing: 2

Decision: Motion carried.

Councillor Scott and Deputy Mayor Tucker opposed.

Street Paving

The Committee discussed the manner in which subdivisions are developed and after being circulated through Municipal Works, Management, and the Municipal Works Committee, it was decided that the Town is ready to make the transition in development practices in that prior to the issuing of building permits, roadways in subdivisions would be brought to Class "A", first lift of asphalt or base asphalt, and curbs. The next piece of property to be tendered on Carr Crescent would be the first to have this new development scheme written into the development agreement.

WHEREAS the Town of Gander is ready to implement a new development practice and

WHEREAS the Municipal Works Committee, Management, and the Municipal Works Department have agreed, this new practice is a good practice for the Town of Gander

BE IT RESOLVED that the Town of Gander implement a new development practice whereby prior to the issuance of building permits, roadways in subdivisions will be brought to Class "A", first lift of asphalt and have curbs installed.

Motion #11-136

Street Paving

Moved by Councillor Anstey and seconded by Councillor Lanning that the Town of Gander implement a new development practice whereby prior to the issuance of building permits, roadways in subdivisions will be brought to Class "A", first lift of asphalt and have curbs installed.

Deputy Mayor Tucker stated he understands why but this may exclude some developers who may not have the cash flow to do all this.

Councillor Anstey noted that the Committee considered this and this is the practice of many other municipalities.

Councillor Oram sees a problem with cross cutting the roads and issues this may create with sagging.

Councillor Anstey stated there are lots of other municipalities that are doing this.

The CAO noted that the recommendation is only one lift. Additionally, if Council's desire, management can look at the best practices of other municipalities.

There being no further discussion, the issue was called to question.

In Favour: 5 Opposing: 2

Decision: Motion carried.

Councillor Oram and Deputy Mayor Tucker opposed.

Land Requests, Solberg Crescent

This request for backland at 17 and 19 Solberg was reviewed again upon the recommendation from another council member outside the Municipal Works Committee. The Committee has again recommended that the two pieces of property in question not be added to the land bank and that the Town continue with its current policy on backland sales and land bank properties.

There was a discussion on land, it was noted that Councillor Oram was in favour to sell the green space and sees very little difference in that and backland.

The CAO stated that through several revisions the Town Plan has time and time again recognized the importance of green space.

Deputy Mayor Tucker left the meeting at 5:50pm.

Adoption Motion

As requested by Council, the proposed Development Regulations Amendment # 2, 2011 is now ready.

This amendment proposed to re-zone the former Gander Fire Hall site at 60 Elizabeth Drive from **Commercial Downtown (CD)** to **Commercial General (CG)**.

A public consultation was held on June 14, 201 at the Town Hall. There was one (1) attendee, exclusive of staff.

There were no concerns related to the proposed amendment raised during the Public Consultation. After the property is sold, the Amendment will be presented to Council for adoption.

Deputy Mayor Tucker returned to the meeting at 5:58pm.

The Mayor left the meeting and the Deputy Mayor assumed the position of Chair.

Granular and Topsoil measurements

Following the request from Council at its' last Regular Meeting, the Municipal Works Department compiled a short report and a list of documents used in the purchase of granular and topsoil material. A copy of this report is attached.

The Town calls for standing offers each year for the purchase of aggregates. A purchase order is issued and a delivery slip is signed by the staff accepting delivery and the driver for each and every load. Large volumes can be checked by doing cross sections, if felt necessary. Experienced staff are capable of estimating quantities to ensure that the individual truckloads delivered are representative of the information on the delivery slip. At the present time, the unit of measure specified on the standing offer can be different than the unit indicated on the delivery slip and staff have to make the conversions.

For example, a standing offer could read Cubic Yards and the delivery slip could be written as 1 tandem load. In future, all orders and delivery slips will be in the same units as tendered and all delivery slips will be forwarded to the Accounting Department for cross checking with the invoices.

Councillor Oram noted his concern with this practice stating that this is wrong and how can the Town know they are getting what they paid for and made statements regarding the employees who are responsible for the drop off.

Councillor Blundon asked Councillor Oram if he has any information to suggest that the Town is being ripped off.

The CAO stated that he takes exception to the comments by Councillor Oram regarding our staff, the Town has very skilled and experienced staff. He stated that if there is any other information available, he would like to know.

Councillor Oram stated that delivery slips are not accurate, without doing the math, there is no way to know that the requested amounts are being delivered.

Motion #11-137

Granular and Topsoil Measurements

Moved by Councillor Oram and seconded by Councillor Anstey to change the policy that all piles are cross sectioned for all aggregates and that it is stockpiled and not touched until totals are verified.

Councillor Scott doesn't agree that the Town can't touch until ALL is in. What if the Town can't get it all, how much work time will be wasted and does this outweigh the potential that the piles aren't accurate.

The Director of Municipal Works & Services stated that operationally this is a lot more difficult. For example, recently the lowest bidder on the standing offer didn't have the quantity required. When the Town contacted the second lowest bidder only one of two required loads was available. The Town took what was available and as it was hitting the ground, it was being carried away for municipal projects.

After a lengthy discussion the motion was called to question.

In Favour: 2 Opposing: 4

Decision: Motion defeated.

Invoices

The Director advised that there were three 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.

Baird Avenue, Street Design

The Committee discussed a request for the purchase of a parcel of land at 220 Baird Place. The Engineering Department had made a recommendation that this parcel of land be sold with an easement or a portion of the land be withheld for sale to facilitate future road construction in that area.

The Committee reviewed the drawings provided by the Engineering Department and agreed that section of land should be withheld from sale or if sold, an easement for future road development be maintained.

36 and 38 Yeager Street, Subdivision of Lots

The Committee reviewed correspondence from a developer requesting permission to subdivide a duplex lot at 236 Yeager Street into two separate legal properties.

WHEREAS a request has been received to subdivide duplex lot number 236 Yeager Street into two separate legal properties and

WHEREAS the Town Council has no objections to this request providing all development regulations are adhered to

BE IS RESOLVED that the developer of lot number 236 Yeager Street be permitted to legally subdivide this lot as requested.

Motion #11-138

36 and 38 Yeager Street, Subdivision of Lots

Moved by Councillor Anstey and seconded by Councillor Lanning that the developer of lot number 236 Yeager Street be permitted to legally subdivide this lot as requested.

In Favour: 6 Opposing: 0

Decision: Motion carried.

CNR Distributors, Granco Construction

The Committee reviewed a request from Granco Construction on behalf of CNR Distributors requesting that their current landscaping scheme, which is outside of the Town's regulations, continue into a new section of the property that they purchased and developed. The Director advised that he would contact Granco Construction to discuss possible solutions for a layout that will best serve CNR Distributors needs and fit the Town's regulations as well.

Home Based Business (HBB), 6 Carling Crescent

The Committee reviewed an application for a HBB office for the operation of a plumbing service.

WHEREAS an application for a Home Based Business office for the operation of a plumbing business at 6 Carling Crescent has been received

AND WHEREAS the Director of Municipal Works and Services has advised that all Town of Gander regulations were met and the zoning was appropriate

BE IS RESOLVED that ***Lamont's Plumbing*** be granted permission to operate a HBB office from 6 Carling Crescent as requested.

Motion #11-139

Home Based Business (HBB), 6 Carling Crescent

Moved by Councillor Anstey and seconded by Councillor Blundon that ***Lamont's Plumbing*** be granted permission to operate a HBB office from 6 Carling Crescent as requested.

In Favour: 6 Opposing: 0

Decision: Motion carried.

8 Peterson Drive

The Committee reviewed correspondence from the owner of 8 Peterson Drive requesting that Council consider investigating a water problem that exists on the property. The Supervisor of Municipal Works visited the property and determined that the water lying on that lot is due to the type of ground and vegetation and is not hindering the drainage of the swale on back of the property.

The Supervisor of the Engineering Services also looked at this property and determined that the lack of grading on this property is contributing to the standing water problem. The Director advises that he will contact the resident and make recommendations on how they can modify the property to help alleviate the drainage issues.

Road Reservation, Dickins Street

The Director of Development has advised the Engineering Department that the properties on Dickins Street, which will be available once the road is open, should be desirable lots due to the size etc and will be sought after in the near future.

At this time he thought Municipal Works should ask Council's permission to make a road reservation such that adjacent properties could be accessed to make available lots of the size similar to Dickins Street. The Committee agreed with this suggestion and the Director will work towards a design to make available more commercial lots backing on Baird Place and propose a road reservation off Dickins Street.

Councillor Oram left the meeting at 6:21pm due to Conflict of Interest.

Tender- Construction of Dickins Street

The Committee reviewed the results of the tender for the Construction of Dickins Street. Four bids were received and the Director advised that the lowest of the bids that met the specifications was submitted by *Professional Grading and Contracting Ltd.*

The Committee recommends that the tender for the Dickins Street Construction be awarded to Professional Grading and Contracting Ltd. and refers the tender to the Finance Committee for its consideration.

The amount estimated by the Engineering Department for this work was \$ 604,353.00 bringing this bid in under budget.

Tender for Construction of Dickins Street

The Committee reviewed the tender results for the Construction of Dickins Street for which four bids were received. Professional Grading and Contracting Ltd. was the lowest bidder that met the specifications.

Motion #11-140

Tender for Construction of Dickins Street

Moved by Councillor Scott and seconded by Councillor Anstey that the tender for the Construction of Dickins Street be awarded to Professional Grading and Contracting Ltd. at a cost of \$516,630.85 HST inclusive.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Councillor Oram returned to the meeting at 6:25pm.

Amec Report

A report from *Amec Earth and Environmental Consulting Services* provided the Town with a report last year on failing infrastructure in the Cheshire/Hornell section of town. The developer was contacted and was in agreement with hiring the professional engineering consulting services of Amec to do a study on this infrastructure.

The Committee reviewed the results of that report and advised the Director to consult the developer to ensure the recommendations of the report are followed up on and the deficiencies are rectified. The Director will complete this in short order and work towards a resolution.

A lengthy discussion ensued. The CAO suggested that this item be brought back to Committee and the report back to Council.

Councillor Anstey questioned whether he was in conflict on the issue.

Motion #11-141

AMEC Report

Moved by Councillor Scott and seconded by Councillor Blundon that Councillor Anstey is not in conflict for the AMEC Report.

In Favour: 5 Opposing: 0

Decision: Motion carried.

The item is referred back to Committee for a greater discussion.

The Finance & Administration Committee was held on June 23, 2011.

The Finance & Administration Committee was held on June 23, 2011. The meeting was chaired by A. Scott, Councillor. Other members present included: S. Oram, Councillor; J. Turner, CAO; G. Brown, Director of Finance.

The following items were discussed:

Invoices for Approval

CAPITAL

AS RECOMMENDED BY THE MUNICIPAL WORKS & SERVICES COMMITTEE JUNE 22, 2011

- | | |
|---|------------|
| 1. Redwood Construction Ltd. | 101,700.00 |
| 01-000-0080-1812, Claim #13 New Fire Station, release of holdback | |
| Payment pending correction of all deficiencies | |
| Contract 4,620,398 Spent to date 4,501,598 | |
| 2. H. Wareham & Sons Ltd. | 41,553.49 |
| 01-000-0080-1879, release of holdback Cooper Blvd Turning Lane | |
| Contract 151,208 Spent to date 115,790 | |

OPERATING

- | | |
|--|-----------|
| 3. Walters Hoffe Chartered Accountants | 12,147.50 |
| 00-120-1000-7205, 2010 yearend audit | |
| Budget 17,000 Spent to date zero | |

AS RECOMMENDED BY THE MUNICIPAL WORKS & SERVICES COMMITTEE JUNE 22, 2011

- | | |
|---------------------------------------|-----------|
| 4. Dutchmaster Nurseries Ltd. | 20,202.14 |
| 00-810-1000-6700, trees as per tender | |
| Budget 37,000 Spent to date 2,961 | |

Total capital invoices for approval	\$143,253.49
Total operating invoices for approval	<u>\$32,349.64</u>
Grand total of invoices for approval	<u>\$175,603.13</u>

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

Motion #11-142**Invoices for Approval**

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

In Favour: 6 Opposing: 0

Decision: Motion carried.

Councillor Anstey joined the Committee meeting.

Purchasing Policy Amendment

As a result of the mail strike, there had been issues of receiving tenders in a timely basis. Administration has done some checking with the Provincial Government and they are actually allowing faxed tenders and have been for several years. The Committee discussed the issue and felt that fax and email tenders will be allowed in cases where bid security was not required.

Motion #11-143**Purchasing Policy Amendment**

Moved by Councillor Scott and seconded by Councillor Anstey adoption of Amendments to the Purchasing Policy, as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Land Sale Policy Amendment

Management discussed the Land Sale Policy and felt that the current policy allowing 18 months to build and an option to extend for another 18 months encouraged speculation on land and the Director is recommending that the extension period be eliminated. The Committee discussed the issue and disagreed with the suggestion. They did feel, however, that the amount of non-refundable deposit required for extending should be increased from 15% of the land cost to 25% of the land cost.

Motion #11-144**Land Sale Policy Amendment**

Moved by Councillor Scott and seconded by Councillor Oram adoption of the Amendment to the Land Sale Policy, as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

FCM Release – Federal Budget

The Committee reviewed a Release from the FCM regarding the Federal Budget. Generally, they are satisfied with the Budget which was pretty similar to the one proposed in March. The biggest change for municipalities is that Gas Tax Funding will now be permanent and not renewed on a periodic basis. Currently, the Town of Gander gets \$420,000 a year from the Gas Tax.

Budget Reallocation – Development Department

The Committee reviewed a request from the Development Department to reallocate its budget to allow it to construct a Christmas Market.

Motion #11-145**Budget Reallocation – Development Department**

Moved by Councillor Scott and seconded by Councillor Anstey that \$6,000 from the Development Department Business Travel Budget be reallocated to the Christmas Market.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Tender for Supply of Scanner

The Committee reviewed the tender results for the Supply of a Large Format Scanner for which one bid was received.

Motion #11-146

Tender for Supply of Scanner

Moved by Councillor Scott and seconded by Councillor Blundon that Wade Atlantic be awarded the tender for one Large Format Scanner at a cost of \$13,234.23 HST included.

In Favour: 6 Opposing: 0

Decision: Motion carried.

5. **ADMINISTRATION**

None.

6. ADMINISTRATION

None.

7. CORRESPONDENCE

None.

8. NEW BUSINESS

Tender for Plate Heat Exchanger for Ammonia

The Town called for tenders on the supply and installation of a plate heat exchanger for the ice plant in the Community Centre and two bids were received with the bid from CIMCO Refrigeration being the lowest that met specifications.

Motion #11-147

Tender – Plate Heat Exchanger

Moved by Councillor Scott and seconded by Councillor Lanning that the tender for the supply and installation of a plate heat exchanger be awarded to CIMCO Refrigeration at a cost of \$13,941.00 plus HST.

Councillor Anstey wanted to confirm this will solve the ammonia problem at the Gander Community Centre and this will replace all the plates.

The Director of Parks and Recreation confirmed that it will, but to clarify it is the replacement of the gaskets and flange not the plate themselves.

In Favour: 6 Opposing: 0

Decision: Motion carried.

11-148 – Fireworks for the Festival

The Town called for tenders on the provision of a fireworks show for the Festival of Flight and one bid was received.

Motion #11-148

Tender – Festival Fireworks

Moved by Councillor Scott and seconded by Councillor Anstey that the tender for the provision of a fireworks show be awarded to Fireworks FX at a cost of \$13,920.00 plus HST.

The Town Clerk noted that the Mayor asked if this was more than last year. There will be \$2,000 more spent on the show this year. It was noted that the Town will not be going forward with sound in 2011.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Councillor Scott left the Regular Council meeting at 6:50pm.

11-149 – Canada Day Event

Councillor Lanning reminded residents to join us in celebrating Canada's 144th birthday on Friday, July 1st from 1:00pm-4:00pm. There will be tons of fun for the whole family with entertainment, food, games, and more! If you are interested in being a volunteer for this event, please contact Stephanie Hillier at 651-5958 or at shillier@gandercanada.com.

11-150 – Garbage Pick-up

Councillor Blundon noted that due to the Canada Day holiday, garbage that is normally picked up on Friday will be collected the following Monday.

9. ADJOURNMENT

Motion #11-149

Adjournment

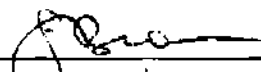
There being no further business, it was moved by Councillor Blundon and seconded by Councillor Anstey that the meeting be adjourned at 7:00pm.

In Favour: 5 Opposing: 0

Decision: Motion carried.



Claude Elliott, Mayor



Garry Brown, Town Clerk