

MINUTES

Regular Meeting of Council
Wednesday, July 20, 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
	D. Chafe	Director of Economic Development
	K. Waterman	Director of Parks, Recreation & Tourism

Regrets:	A. Lorette	Deputy Municipal Clerk
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1. CALL TO ORDER

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

2. VISITORS/PRESENTATIONS

None.

3. MINUTES FOR APPROVAL

Motion #11-150

Minutes for Approval

Moved by Councillor Scott and seconded by Deputy Mayor Tucker that the Minutes from the Regular Meeting of Council on June 29, 2011 be adopted as presented.

In Favour: 7 Opposing: 0

Decision Motion carried.

4. BUSINESS ARISING FROM PREVIOUS MINUTES

Street Paving

Councillor Blundon said Council agreed to change the development process by vote of 5-2. He voted in favour with the understanding that developers had been talked to and has since heard that this was not done. The CAO said the Town is developing a new Development Agreement and wanted this issue clarified. The Town would meet with the developers once the new draft agreement was complete.

Councillor Lanning said it was her understanding that the Director of Municipal Works & Services had talked to the developers. He advised that he had talked to some but not all.

Councillor Oram still feels that infrastructure won't last with this proposed.

Councillor Blundon gave notice that he will bring forward a motion at the next Council meeting to rescind Motion #11-136.

5. REPORTS – STANDING COMMITTEES:

A. Public Safety and Human Resources Committee:

The Public Safety and Human Resources Committee was held on July 12, 2011. The meeting was chaired by S. Oram, Councillor. Other members present included: A. Scott, Councillor; Z. Tucker, Deputy Mayor; G. Brown, Director of Finance; D. Brett, Fire Chief; O. Fudge, Municipal Enforcement Officer.

The following items were discussed:

PUBLIC SAFETY

Buzzing Traffic Lights

Council has received a request from a resident to install audible traffic signals at one of our intersections which are designed to allow the blind to know when it is safe to cross at a controlled intersection. Management was directed to investigate the cost of such a unit and see if there is any funding available to assist in purchasing such units.

Ride for Sight

The Committee received a letter from the Ride for Sight thanking the Town especially the Municipal Police for their support for the Ride for Sight Fundraiser.

Councillor Blundon left the Regular Meeting of Council.

RCMP

The Committee reviewed a letter from Staff Sargent Freeborn of the RCMP. At an earlier meeting, Council had identified some concerns they would like forwarded to the RCMP for assistance for policing them. Staff Sargent Freeborn advised he is unable to help with the issue of parking violations in the Fraser Road area. They are however, increasing their efforts with regard to speeding around Town and will continue to do so.

TARGA

The Committee discussed several issues related to TARGA. The first was with regard to the time of the event. The organizers of the event requested that the Town move it up by 15 minutes, the Committee agreed with this request which will mean the stage will start at 6pm with the roads to be closed at 5:30pm.

The second issue was with the route of the event. Last year, it had to be changed due to some road construction on Rickenbacker Road, this year there are no restrictions with regard to road construction and accordingly the requested route is the same it has been in previous years.

Motion #11-151**TARGA Route and Times**

Moved by Councillor Oram and seconded by Deputy Mayor Tucker adoption of the TARGA route and the road closure times, as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Motion #11-152**TARGA Schedule of Events**

Moved by Councillor Oram and seconded by Councillor Scott adoption of the Schedule of Events, as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Councillor Blundon returned to the Regular Meeting of Council.

Municipal Enforcement Statistic – 2nd Quarter

The Committee reviewed the Municipal Enforcement Statistics for the 2nd Quarter of 2011. A total of 311 violations were ticketed over this three month period with a bulk of them being related to speeding.

The CAO asked that in the future the non moving violations be broken down to segregate handicapped and fire lane violations, which are priorities set by Council.

Fire Hall Official Opening

The Fire Chief updated the Committee on the status of the move to the new Fire Hall. The Official Opening for the Fire Hall is scheduled for July 29, 2011 at 11am.

B. Parks & Recreation Committee:

The Parks and Recreation Committee was held on July 12, 2011. The meeting was chaired by D. Blundon, Councillor. Other members present included: A. Scott, Councillor; Z. Tucker, Deputy Mayor; C. Elliott, Mayor; J. Turner, CAO; K. Waterman, Recreation Director.

The following items were discussed:

Summer Student Employment Program Report

The Committee was briefed on the student hiring program. The Town currently has eight (8) students in place, all post secondary. Their work duties cover responsibilities for special event planning, civic enhancement and splash pad operations. The hours of operation for the splash pad have been revised. The new hours are 11 am – 7 pm weekdays and 10 am – 6 pm on the weekends; and if the demand is greater in the evenings than in the mornings, the times will be adjusted accordingly.

Civic Enhancement Tree Planting Update

The Director noted that all the trees that have been received are planted and secured. Staff will be checking the trees for possible damage from the recent windy weather.

A note of thanks was extended to the Department staff for their assistance.

Recreation Newfoundland & Labrador – Thank You

Recreation Newfoundland & Labrador wrote thanking the Town for their support and assistance with the hosting of their 40th Annual General Meeting and Conference held this past June.

Funding Requests

The following requests were approved under the Grants, Subsidies and In-kind Services Policy:

Robert Stockley for \$125.00. He was chosen for two teams, the Provincial Under 17 Baseball Team and the Provincial Midget Baseball Team and will be travelling to New Brunswick and Saskatchewan in August.

Joshua Kearney for \$125. Joshua will be attending the East Coast Atlantic Swim Meet in Halifax in July.

Tidy Towns – Revised Evaluation Date

The date for the Tidy Towns Program Evaluation was rescheduled to Saturday, July 23rd. The Director has requested another date during the week to avoid having it on a Saturday.

Recreation Director's Vehicle Policy

The Town's vehicle policy was discussed with respect to vehicles being assigned to management staff. The Director identified the guidelines for the use of his vehicle and the Committee recommended to keep the status quo as per the policy for department vehicles.

Cobb's Pond Rotary Park – Engineering Consultants

The Deputy Mayor briefed the Committee on a meeting held on June 30th with representatives of Tract Consulting. Mr. Dawe gave a brief overview of the redevelopment plans they prepared two years ago. Also, he outlined the consulting services his firm provides as well as some of the projects they have recently undertaken.

The Committee would like to engage the firm to initiate the work for phases 1 & 2 of the Cobb's Pond Redevelopment Plan. The CAO will be contacting Mr. Dawe on some other items such as timing logistics, fee structure and company credentials. The Committee would also like to make sure that the Town's agreement with the company does not contravene the provincial tendering act.

A formal recommendation should be finalized by early next week.

Community Trail System Grant

The funding application for the maintenance and safety improvement for the Town's ATV T'Railway has been sent to the Department of Industry, Trade and Rural Development.

Proposed T'Railway Meeting with Central Representatives

The date for a meeting with representatives from snowmobile clubs in the region and the Newfoundland and Labrador Snowmobile Federation has been set for Thursday, August 25th. The agenda focuses on issues such as short and long term maintenance requirements, marketing efforts and funding sources to assist with the various improvements. Council would like to discuss the future expansion and network development of the central system.

Gander Community Tennis Association – Parking Issue

The Director met with the President of the Gander Community Tennis Association to discuss the issue related to parking adjacent to the courts on Memorial Drive. Staff has been instructed that the gate on Memorial Drive be closed to the general public. Signs are being prepared to inform the public of the no entrance from this location. The Committee is adamant that the current parking practice along Memorial Drive is posing a safety problem.

Also, the Committee agreed that posts and netting will be erected along the road section (approximately 135' x 20'). The Committee is recommending that the Town cover the cost of this netting up to \$1,000.00. The funds will come from Sports Fields Maintenance budget. This is forwarded to the Finance Committee for their review.

The CAO advised the since the meeting, the Tennis Club had written expressing concerns about closing the gate.

C. Economic & Social Development Committee:

The Economic & Social Development Committee was held on July 13, 2011. The meeting was chaired by Z. Tucker, Deputy Mayor. Other members present included: D. Blundon, Councillor; D. Chafe, Development Director; A. Crummey, Development Officer.

The following items were discussed:

Physician Recruitment/Retention Committee

The Committee discussed the direction they wanted the Physician Recruitment Committee to take and what role retention should play in it. It was felt the Physician Recruitment Committee should continue as it is presently operating with three or four meetings per year and the planning of two events for Memorial University Medical students.

Retention activities can currently be handled in-house with the assistance of community members when necessary. Staff presented a number of events that could be held for new physicians, including a social gathering, dinner theatre and an ocean boat tour.

The Committee was very interested in the boat tour and thought it would be an ideal event to start our retention efforts. Staff will prepare a budget for the event to present to Council at the next Regular Meeting.

CBC/Radio-Canada License Renewal

CBC/Radio-Canada will be appearing before the CRTC in September to renew all of their broadcasting licenses. As this is a critical process they are requesting our assistance by writing a letter of support to the CRTC. The Committee realizes the importance of local radio programming in our communities and has asked staff to prepare a letter of support for the renewal of CBC's broadcasting licenses.

Anyone in the community wishing to also offer support can find more information online at www.cbc.radio-canada.ca.

ACOA Funding – Downtown Redevelopment

The Committee was advised that ACOA will be closing our file on funding for the downtown hub. ACOA recently provided funding for another project in the downtown and will monitor the outcome of that project before providing further investment into Gander's downtown.

Meeting with Nova Consolidated School Board

Nova Consolidated School Board recently hired a new CEO, Mr. Charlie McCormack. The Committee feels this would be a good opportunity to meet with Mr. McCormack and receive an update on the School Board and their presence in the community. Mr. McCormack will be invited to attend an upcoming Committee meeting.

New Businesses

The Committee suggested that a welcome letter from the Mayor should be forwarded to all new businesses that open their doors in the Town of Gander. Staff will prepare a letter and coordinate with the Municipal Works Department to receive notification of occupancy permits issued for new businesses.

D. Tourism Committee:

The Tourism Committee meeting was held on July 12, 2011. The meeting was chaired by S. Oram, Councillor. Other members present included: D. Blundon, Councillor; R. Anstey, Councillor; J. Turner, CAO; K. Scevlour, Special Events Coordinator.

The following items were discussed:

Festival of Flight Update

The Event Coordinator updated the Committee on some of the changes to the Festival schedule. They include:

The SkyHawks performance which was originally scheduled for Gander Day will now take place on Saturday, July 30th at 4:00pm. This demonstration will take place at Taxiway Charlie (Gander International Airport) during the R/C Fun Fly.

During the last Council meeting, money was approved for champion R/C Flyer Marc Ramsey to attend the R/C Fun Fly being held on Saturday and Sunday. The organizers of the event have secured another R/C Flyer, Al Coolen to accompany Marc at no cost to the Town.

Ride for Sight - Thank You

A letter was received from the Ride for Sight thanking the Town for its support of their annual event. Over 900 riders participated and over \$185,000.00 was raised in Newfoundland and Labrador. The Committee would like to congratulate the organizers and participants for hosting such a successful event.

Gander Lions Club re Festival of Flight Beer Tent

The Committee reviewed a letter from the Gander Lions Club regarding the Festival of Flight Beer Tent. The Lions Club would like clarification on the costs discussed during the April 27th Council Meeting.

It was noted in the letter that the coordinator of the Musicfest received tickets from the beer tent for the performers at a cost of \$210.00. The Committee is recommending in 2011, the Musicfest performers be given non-alcoholic beverages only. A letter will be sent to the Lions Club regarding this matter.

Targa NL re New Schedule

A new schedule for Targa Newfoundland was reviewed. The CAO will contact Targa to establish the length of the road closure and brief Council at the next meeting.

Advertising Request - NL Pensioners and Senior Citizens 50+

A request was reviewed for advertising from the NL Pensioners and Senior Citizens 50+ Federation for their annual convention taking place in Gander on September 6 - 9th, 2011.

The Committee recommends that an ad be purchased in their booklet at a cost of \$100.00.

Donation Request - Gander Golf Club

A donation request was reviewed from the Gander Golf Club for two Kitchen Party tickets. These tickets will be used as a prize during the 27th Annual Poppy Penney Invitational.

Motion #11-153**Donation Request - Gander Golf Club**

Moved by Councillor Lanning and seconded by Councillor Anstey that two tickets be provided to the Gander Golf Club for prizes during the 27th Annual Poppy Penney golf tournament.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Beyond Words Tribute Update

The Event Coordinator briefed the Committee on the events that are being organized for the 9/11 Beyond Words Tribute. The 9/11 Tribute Concert and Memorial Service will be taking place at the Gander Community Centre on Sept 10th and 11th respectively.

The Towns of Gambo, Appleton and Lewisporte will also be hosting events to commemorate the 10th Anniversary of 9/11. The Event Coordinator and the Executive Director of Destination Gander will have a meeting within the next few weeks to discuss all of the events that will be organized by the Town and Destination Gander and the responsibilities for each organization.

Festival of Flight A/V Tender

The Committee reviewed the results of the request for proposals for the supply of audio visual equipment for the 2011 Festival of Flight. One proposal was received for option two and one was received for option three. The Committee recommends that the tender for option two be awarded to Eastern Audio and the tender for option three be awarded to Pro Audio. These proposals are referred to the Finance Committee for its consideration.

Festival of Flight 2011

The Committee reviewed the final draft of the Festival of Flight schedule. A full event listing is on the event calendar at the Town's website – www.gandercanada.com. We encourage everyone to participate in the Festival and if anyone would like to volunteer at any event, please contact the Event Office at 651-5958.

The Event Coordinator requested that \$400 be reallocated from the aviation event budget which has a savings of over \$5,000 to the Gospel Concert budget to help offset the cost of the headline act. This is forwarded to the Finance Committee for their recommendation.

Councillor Scott asked if the ticket price increased. The CAO advised it hadn't and this year's concert is moved to the Town Square and will be free.

**Motion #11-154
Gospel Concert**

Moved by Deputy Mayor Tucker and seconded by Councillor Anstey that \$400 be reallocated from the aviation event budget to the Gospel Concert budget to help offset the cost of the headline act.

In Favour: 5 Opposing: 2

Councillors Scott and Lanning opposed.

As per the request from the last Council meeting, the Committee also reviewed a listing of benefits given to sponsors, Council and employees by the Festival. The Committee agreed that the items listed are warranted.

E. Municipal Works & Services Committee:

The Municipal Works & Services Committee was held on July 13, 2011. The meeting was chaired by R. Anstey, Councillor. Other members present included: D. Blundon, Councillor; G. Regular, Acting Director of Municipal Works; J. Turner, CAO.

The following items were discussed:

Invoices for Approval

The Acting Director advised that there was one invoice for approval and all goods and services have been received and meets the Town's specifications. This invoice was from Bae Newplan Group Limited for professional services in connection with the Gander Wastewater Treatment Study. A draft report has been received and will be discussed at a special Municipal Works Committee meeting in the near future.

The Committee recommends that this invoice be paid and forwards this to the Finance Committee for its consideration.

Re-Allocation of Funds- Memorial Drive to Magee Road

After completing the final design for Magee Road reconstruction from the railway to the TCH, the estimated cost of construction was \$ 200, 000 higher than the original pre-design estimate completed last fall. The majority of this variance can be attributed to the installation of 300 m of watermain and realignment of a portion of the roadway so that the underground infrastructure is not located beneath the sidewalk.

Motion #11-155**Re-Allocation of Funds – Memorial Drive to Magee Road**

Moved by Councillor Anstey and seconded by Councillor Scott that \$ 200,000 in funding under the BCF Community Components Projects be reallocated from Memorial Drive to Magee Road.

In Favour: 7 Opposing: 0

Decision: Motion carried.

The Town is currently awaiting a reply from Municipal Affairs for approval to tender this project.

Extension of Engineering Clerk

Due to the increase in new residential building construction permit applications, some of the work originally slated to be completed by the Engineering clerk is behind schedule. We hereby request an extension of 5 weeks for the Engineering Clerk to a lay off date of October 7, 2011.

The cost associated with the extension will be paid by the additional revenue in building permits. The Committee refers this item to the Finance Committee for its consideration.

Flower and Shrub Maintenance

The Committee reviewed correspondence received from a resident requesting permission to personally look after and care for the shrubbery and flowers that exist in the Magee Road planter around the Pipe Plane. The resident suggested using a different grade of mulch as well as weeding in the fall to reduce the amount of work required in the spring. The resident also suggested that if advertised, other citizens may be willing to adopt an area.

This item is being referred to the Civic Enhancement Committee for its consideration.

Councillor Oram left the meeting due to conflict of interest on the next item.

Hickman Motors

The Committee received a request from Hickman Motors to pay for storm sewer upgrades on a section of pipe on their property which was extended from an existing Town outfall by the previous owner.

The Committee felt that more information was required on the details surrounding the circumstances of the placement of the pipe before they could make a recommendation. This item is being deferred to a future meeting enabling staff time to conduct further research.

Councillor Oram returned to the meeting.

F. Finance & Administration Committee:

The Finance & Administration Committee was held on July 14, 2011. The meeting was chaired by A. Scott, Councillor. Other members present included: S. Oram, Councillor; R. Anstey, 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 JULY 13, 2011

- | | |
|---|-----------|
| 1. Bae Newplan Group Limited | 17,864.25 |
| 01-000-0080-1882, Gander WasteWater Treatment Study | |
| Contract 72,162 Spent to date 29,292 | |

OPERATING

- | | |
|--|-----------|
| 2. Municipal Assessment Agency | 34,198.25 |
| 00-120-1000-7200 Third Quarter Assessment Fees | |
| Budget 139,000 Spent to date 69,091 | |

Total capital invoices for approval	17,864.25
Total operating invoices for approval	34,198.25
Grand total of invoices for approval	<u>\$52,002.50</u>

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

Motion #11-156

Invoices for Approval

Moved by Councillor Scott and seconded by Deputy Mayor Tucker that the invoices be paid as presented.

In Favour: 7 Opposing: 0

Decision: Motion carried.

SmartPhone Policy

The Committee discussed the proposed SmartPhone Policy. This policy would stipulate that Councillor's will be reimbursed for any cost incurred in order to connect their SmartPhones into the Town's communication systems.

Motion #11-157

SmartPhone Policy

Moved by Councillor Scott and seconded by Councillor Anstey adoption of the SmartPhone Policy as attached.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Audio Visual Tender - Festival of Flight

The Committee reviewed the tender results for Audio Visual Services for the Festival of Flight events. One bid was received for Option #2 which is for provision of the A/V Services for the Kitchen Party and it was from Eastern Audio.

Motion #11-158

Audio Visual Tender - Festival of Flight

Moved by Councillor Scott and seconded by Councillor Blundon that the tender for Audio Visual Services for Option #2 be awarded to Eastern Audio at a cost of \$17,808.80 taxes inclusive.

In Favour: 7 Opposing: 0

Decision: Motion carried.

There was also one bid received for Option #3 which is for provision of A/V Services for Gander Day, the Gospel Concert and the Opening Ceremonies. It is from Pro Audio and met the specifications.

Motion #11-159**Audio Visual Tender – Gospel Concert & Opening Ceremonies**

Moved by Councillor Scott and Councillor Blundon that the A/V Tender for Option #3 be awarded to Pro Audio at a cost of \$8,475 taxes inclusive.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Property Tax Reductions

The Committee reviewed two residential tax reduction applications which have been submitted in accordance with Council's policy on tax reductions for residential property. The Director advised that the applications met the requirements of Council Policy and recommended approval.

Motion #11-160**Property Tax Reductions**

Moved by Councillor Scott and seconded by Deputy Mayor Tucker that the two property tax reduction applications be approved as attached.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Engineering Clerk Extension

The Committee reviewed the request from the Municipal Works Committee that the Engineering Clerk be extended for another five weeks given the high volume of work currently being carried out in the Department and is projected through the Fall.

Municipal Works is well over budget on its Building Permit Revenues and is indicating that the funding can be recovered by some of the additional revenues being received this year. The estimated cost for the five weeks is \$4,000.

Motion #11-161**Engineering Clerk Extension**

Moved by Councillor Scott and seconded by Councillor Anstey that the Municipal Works Department be permitted to extend the Engineering Clerk position by an additional five weeks in 2011.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Netting Surrounding Tennis Courts

As a result of the decision to lock the Tennis Court gate on Memorial Drive, there is a requirement to erect netting on the top of the tennis court fencing to limit the number of balls that go out of the facility. The Recreation Committee is suggesting the Town allocate up to \$1,000 for the cost of the netting, if the project costs more than \$1,000 then the Tennis Club will cover any additional cost.

Motion #11-162**Netting Surrounding Tennis Courts**

Moved by Councillor Scott and seconded by Councillor Anstey that the Town provide up to \$1,000 for netting of the Tennis Court.

In Favour: 7 Opposing: 0

Decision: Motion carried.

G. Other:
None.

6. ADMINISTRATION
None.

7. CORRESPONDENCE
None.

8. NEW BUSINESS

Community Centre Backup Generator

The Town invited quotations for the supply and installation of a backup generator for the Community Centre and two proposals were received with the proposal from Goodyear's Electrical Ltd. being the lowest one that met specifications.

Motion #11-163

Community Centre Backup Generator

Moved by Councillor Scott and seconded by Councillor Blundon that the contract for the supply and installation of a backup generator for the Community Centre be awarded to Goodyear's Electrical Ltd. at a cost of \$61,300, HST Inclusive.

The budget for the project is \$80,000.

In Favour: 7 Opposing: 0

Decision: Motion carried.

2011 Capital Works Program

The Town has received an offer from the Province for the 2011 cost shared Capital Works Program in the amount of \$3,038,571.

Motion #11-164

2011 Capital Works Program

Moved by Councillor Scott and seconded by Councillor Anstey that the Town of Gander accept the 2011 Capital Works Program funding offer from the Provincial Government.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Stop Work Order - 360 Garrett Drive

The Town has received a complaint about an asphalt recycler operating at 360 Garrett Drive. Under our Town Plan asphalt plants are not permitted in an Industrial General Zone.

Motion #11-165**Stop Work Order – 360 Garrett Drive**

Moved by Councillor Anstey and seconded by Councillor Blundon that a Stop Work Order be issued to JPW Enterprises Ltd. requiring that the use of the asphalt recycler at 360 Garrett Drive be stopped.

Deputy Mayor Tucker questioned where an asphalt recycler is allowed and the CAO noted that it has to be one kilometer outside of Town.

Councillor Oram stated it is a recycler and not a plant.

Councillor Anstey stated that staff is checking out JPW Enterprises' position that it is not an asphalt plant but a recycler.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Cross Section Reports

Councillor Oram asked for proof of cross section reports from staff and wondered where it is.

The Director of Municipal Works invited Councillor Oram to come in and discuss the issue with him. There had been cross sections being done in one case. The process would go back to the next Municipal Works meeting.

Kevin Waterman said repairs to the ice plant are in progress and should be done next week.

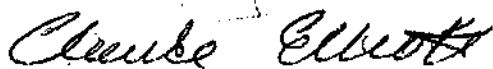
Councillor Oram asked where can people camp around Town and was advised nowhere on Town property.

9. ADJOURNMENT**Motion #11-166****Adjournment**

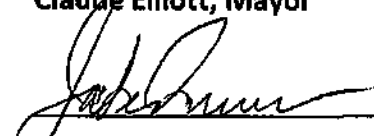
There being no further business, it was moved by Deputy Mayor Tucker and seconded by Councillor Anstey that the meeting be adjourned at 5:25pm.

In Favour: 7 Opposing: 0

Decision: Motion carried.



Claude Elliott, Mayor


Garry Brown, Town Clerk

Jake Turner