

MINUTES

**Regular Meeting of Council
Wednesday, September 21, 2011 @ 4:30 pm
Council Chambers**

Present:

A. Scott	Councillor/Chair
D. Blundon	Councillor
S. Oram	Councillor
N. Lanning	Councillor
R. Anstey	Councillor

Advisory

Resource:

D. Chafe	Director of Economic Development
G. Brown	Town Clerk/Director of Finance
K. Waterman	Director of Parks, Recreation & Tourism
J. Blackwood	Director of Municipal Works & Services
J. Burt	Deputy Municipal Clerk

Regrets:

C. Elliott	Mayor
Z. Tucker	Deputy Mayor
J. Turner	Chief Administrative Officer

1. CALL TO ORDER

The Meeting was called to order at 4:36pm.

The Town Clerk advised that under Section 22 (2) of the Municipalities Act, Council is required to appoint a person to the position of Chair.

Motion #11-201

Appointment of Chair

Moved by Councillor Blundon and seconded by Councillor Anstey that Councillor Scott be appointed to the position of Chair.

In Favour: 4 Opposing: 0

Decision: Motion carried.

2. VISITORS/PRESENTATIONS

None.

3. MINUTES FOR APPROVAL

Motion #11-202

Minutes for Approval

Moved by Councillor Blundon and seconded by Councillor Anstey that the Minutes from the Regular Meeting of Council on August 31, 2011 be adopted as presented.

In Favour: 5 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 presented by Councillor Oram.

The Public Safety and Human Resources Committee was held on September 12, 2011. The meeting was chaired by S. Oram, Councillor. Other members present included: A. Scott, Councillor; G. Brown, Director of Finance; D. Brett, Fire Chief.

The following items were discussed:

PUBLIC SAFETY

Letter of Complaint – Elizabeth Drive playlot area

The Committee reviewed a letter from a local business regarding signage of the Elizabeth Drive playground area. The Committee is awaiting a report from the police as to what signage is in the area.

Speeding on Raynham Avenue

The Committee reviewed an email from a resident regarding speeding on Raynham Avenue. The resident indicated that traffic uses the street at high rates of speed and feels something should be done about it. One of the suggestions he made was to move the 40km sign which is currently placed on a light pole outside 77 Raynham Avenue. The removal of the sign will be investigated. The Committee would like to advise the public that Raynham Avenue is a street of concern for the Town with regard to speeding and the Municipal Enforcement have been directed to pay special attention to speeding in this area.

HUMAN RESOURCES

Use of Exercise Equipment at Town Fire Station Policy

The Committee reviewed the proposed Use of Exercise Equipment at the Town Fire Station Policy. The Policy would outline who would be allowed to use the workout room and when they would be allowed to do so along with the safety parameters around the use of the room. The Committee had a discussion on who would be allowed to use this facility. Management was recommending members of Gander Fire Rescue as well as employees of the Town of Gander are permitted to use the facility.

Councillor Oram had some concerns with staff using the facility as it might make it more difficult for firefighters to access the facility. Councillor Scott disagreed, he felt the employee wellness was becoming more important in the workforce with employers and making exercise equipment available to our staff was a means of encouraging employee wellness.

The proposed policy is being amended to delete employee usage.

Motion #11-203

Use of Exercise Equipment at Town Fire Station Policy – Excluding Employees

Moved by Councillor Oram and seconded by Councillor Blundon that the Use of Exercise Equipment at the Town Fire Station be adopted as attached, not to include Town employees.

In Favour: 1 Opposing: 4

Councillor Anstey, Councillor Lanning, Councillor Blundon and Councillor Scott all disagree with the motion and are in support of promoting employee wellness.

Decision: Motion defeated.

Motion #11-204**Use of Exercise Equipment at Town Fire Station Policy**

Moved by Councillor Blundon and seconded by Councillor Lanning to adopt the Use of Exercise Equipment Policy attached but modified to include Town Staff.

In Favour: 4 Opposing: 1 Councillor Oram

Decision: Motion carried.

Whistleblower Policy

At the last Council meeting, the Whistleblower Policy was presented for its first reading. There were no concerns expressed to the Town Clerk on the Policy.

Motion #11-205**Whistleblower Policy**

Moved by Councillor Oram and seconded by Councillor Anstey that the Whistleblower Policy be adopted as attached.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Respectful Workplace Policy

The Committee discussed the proposed Respectful Workplace Policy. Council outlined how it expects its staff to be treated as well as the disciplinary and investigative process if staff feel they are not treated properly by fellow workers, managers, outside contractors, suppliers and members of the public.

The Committee was split on whether or not the policy should include contractors and suppliers to the Town. The policy being brought forward does not include these people.

Motion #11-206**Respectful Workplace Policy**

Moved by Councillor Oram and seconded by Councillor Lanning that the Respectful Workplace Policy be adopted as attached.

In Favour: 5 Opposing: 0

Decision: Motion carried.

WHSCC Report

The Committee reviewed the Workplace Health and Safety Quarterly Report. It indicated that the dollar value of claims was up, where the number of claims was down.

A. Parks & Recreation Committee

The Parks and Recreation Committee meeting was presented by Councillor Blundon.

The Parks and Recreation Committee was held on September 12, 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:

T'Railway Meeting with Central Representatives

The concerns and issues regarding maintenance, safety and marketing initiatives will be brought forth to the annual general meeting of the Newfoundland Snowmobile Federation. It is anticipated that follow-up discussions will be forthcoming to review the Federations overall response to the items tabled at this meeting. Other programs to further enhance the system will be pursued by interested corporate parties.

Meeting Between Tract Consulting, Rotary Club and Town of Gander

The joint committee meeting consisting of representatives from the Town and the Rotary Club met with officials from Tract Consulting. The objective of the meeting was to brief the three groups on the status of the financial assistance received from the Provincial Government.

The following course of action will be pursued:

- a) Assess the previous conceptual designs
- b) Identify new ideas and suggestions to be incorporated in the phase 1 & 2 work plan
- c) Recommend key elements or components to the redevelopment plan
- d) Identify timelines for starting work at the park

There were a number of other points brought forward by the group and they will be explored when further information is received from the consulting firm.

Cobb's Pond Rotary Park re Blow Downs & Cleanup

The Director has been in contact with the two individuals interested in cutting the blow downs at Cobb's Pond Rotary Park. An assessment of the salvageable wood has been undertaken with approximately 125 trees being able to be harvested. Both individuals would like to undertake the project in the fall/winter period which would allow for better access and lessened damage to the park terrain. Further updates on the project are forthcoming.

Work is continuing to clean up sections of the park by Town staff. A full report on the work completed to date is being undertaken.

Funding Requests

Colten Collins was approved for \$125 under the Ambassador Program. Colten was chosen for the NL Volleyball Team and attended the Nationals in Ontario this past August.

Gander Community Tennis Association was approved for \$250 towards hosting a Men's and Junior Tennis Tournament and coaching clinics over this past summer.

Open Doors Community Youth Network-Steering Committee

Council has been requested to have a representative sit on the Open Doors Community Network. This group is mandated to organize activities for local youth 12 – 18 years of age. The group's structure requires a municipal representative in order to receive funding. The Town's former representative was Councillor Doug Foley. This appointment should be made as soon as possible.

Councillor Anstey volunteered to be the Town's representative.

Hockey Newfoundland & Labrador Invoice

Hockey Newfoundland & Labrador forwarded their invoice to the Town for additional expenses that were incurred this past summer for their High Performance Program which was delayed starting due to a mechanical issue at the Gander Community Centre. The Committee suggested that the invoice be assessed further so that all the expenses are reviewed individually.

Summer Program Reports

The Department's Summer Program had another successful summer and the final reports are available at the office for review.

Civic Enhancement Issues

A member of the Civic Enhancement Committee wrote questioning the work being conducted by the Civic Enhancement Summer Program workers. The concern focused on the role of the work as their particular training and supervisory assistance as well as the overall length of their work program. This will be discussed with the Civic Enhancement Committee at the next meeting in preparation for the 2012 budget.

Special Events Attendants Pass

The Director was asked to check into a request for special needs persons and their patrons to have proper identification cards made up for events at the Gander Community Centre. The Director will review this request.

Invoices for Approval

The Committee reviewed the attached invoices which were presented for its consideration. The invoice from CIMCO in the amount of \$15,753.33 was reviewed and the Director advised that the goods and services have been supplied in accordance with the requirements of the contracts and the Committee refers this invoice to the Finance Committee for its consideration and recommendation to Council.

However, the second invoice from CIMCO in the amount of \$7,463.67 needs further analysis before it can be recommended for payment.

The Director of Finance noted there is another bill of \$50,000 for replacement of plates.

Gander Multiplex Funding

Correspondence was received from the Gander Multiplex Committee regarding the Town's financial commitment of \$5,000.00. The Committee is now in the process of preparing a feasibility study for the new facility and are asking that the Town release the funding approved in this year's budget.

Economic & Social Development Committee

The Economic & Social Development Committee was presented by Councillor Lanning.

The Economic & Social Development Committee was held on September 12, 2011. The meeting was chaired by N. Lanning, Councillor. Other members present included: D. Blundon, Councillor; D. Chafe, Development Director; A. Crummey, Development Officer.

The following items were discussed:

Search & Rescue Sub Centre

A letter was received from the Prime Minister's Office thanking Council for their letter regarding the St. John's Search and Rescue Sub-Centre. They advised that a copy of our letter would be forwarded to the Minister of Fisheries and Oceans for his consideration.

Provincial Wellness Grants

The Minister of Health and Community Services, Jerome Kennedy, has requested Council's assistance in raising awareness of the 2011-2012 Provincial Wellness Grants Initiative. This grants program is intended to encourage and support community and not for profit organizations to take action on wellness. The priorities are healthy eating, physical activity, tobacco control, injury prevention, mental health promotion, child and youth development and environmental health. Grants of \$5000 - \$50,000 are available with a closing date of September 30, 2011.

Anyone requiring additional information on this grant program can contact Diane Kieley at 709-729-7443 or visit their website at www.health.gov.nl.ca.

CMHC – Affordable Housing

Mr. Glenn Furlong of Canada Mortgage and Housing Corporation is interested in working with Council to assist in our goal of creating affordable housing in our community.

The Committee is interested in learning more about CMHC's programs for affordable housing and will contact Mr. Furlong and invite him to an upcoming Economic Development meeting.

Housing Survey

The Committee was advised that despite online and print advertising, there has yet to be any interest from residents wishing to participate in the proposed housing round table discussions.

The Committee believes that it will be necessary to offer participants remuneration and is recommending that the Department reallocate \$3,500 from its business travel budget for this purpose. The request has been forwarded to the Finance Committee for their review and consideration.

Councillor Oram questioned whether the Town is advertising in outport communities.

The Director of Development stated they have not directly targeted this group, but this is something they will try. However, they still need to attract residence inside Gander.

Junior Achievement

The Committee reviewed a request from the local Junior Achievement group to assist them again this year by sponsoring one of their programs at a cost of \$600.

The Committee feels this is a very worthwhile program for the youth in our community and have supported this initiative for a number of years.

The cost of the program will again be included in this year's budget discussions for the Economic Development Department's 2012 budget.

2011 Economic Development Summit

The Committee reviewed information on the upcoming 2011 Economic Development Summit being held in Gander on November 24-26, 2011. The draft agenda and information on registering for the event will be forwarded to the Committee for review and discussion at the next meeting.

Information on the Community Economic Development Awards will also be forwarded to the Committee for their review and discussion at our next meeting.

Tender Summary – Market Kiosks

The Committee reviewed the only bid received for the construction of the kiosks for the upcoming Christmas Market. As the individual cost will be more than was budgeted for, only fifteen of the kiosks can be built this year. A request has been sent to both ACOA and INTRD to adjust the original budget to allow us to build twenty kiosks this year.

Doctor Recruitment – Medical Student Golf Tournament

The annual golf tournament for first and second year medical students at Memorial University was held on Saturday, September 10th with a small reception taking place on Friday, September 9th. Fifty-nine students participated in the event this year. A detailed report on the event will be presented to the Committee at a later date.

D. Tourism Committee

The Tourism Committee report was presented by Councillor Lanning.

The Tourism Committee meeting was held on September 13, 2011. The meeting was chaired by N. Lanning, Councillor. Other members present included: R. Anstey, Councillor; S. Oram, Councillor; K. Sceviour, Special Events Coordinator.

The following items were discussed:

Donation of Steel from World Trade Center

The Committee expressed concern about the proposed location of the two pieces of steel donated to the Town. Currently, both pieces are to be displayed at the North Atlantic Aviation Museum. The Committee agreed that one piece of steel should be displayed at the Museum as they already have a 9/11 display. It was suggested that the second piece of steel be displayed at the airport as this is a location that all citizens can go to free of charge and the most fitting location as this was the point of entry for all of the plane people. As the pieces of steel were given to the Town of Gander, the Committee felt Council should discuss the proposed location before the steel is sent to the Museum.

Councillor Blundon felt the second piece of steel should be displayed in a place that is free to access. He suggested the Airport or the Town Hall as possible locations.

The Town Clerk noted that the Town has an agreement and is bound by the contract for one piece of steel to be displayed in the Museum.

Councillor Anstey noted that how the piece of steel will be displayed is also a factor. The information will be forwarded to the Media Coordinator to develop ideas around the second piece, and be forwarded to the Committee for further discussion.

The Director of Parks and Recreation stated that they plan to exhibit one piece of steel at the AHL Game next week. Council had no objection to this.

Movies in Motion

The Committee reviewed a request from the owner of Movies in Motion, a portable drive in theatre. The owners would like to come to Gander to setup for a movie night and is seeking permission from the Town and suggestions for a suitable location. The Committee felt that this was a great idea and asked the Event Coordinator to contact the owner to discuss possible locations and date.

Beyond Words Tribute

Thank You

The Committee reviewed an email from the CAO to the Parks, Recreation and Tourism Department thanking them for helping to organize the 9/11 Ecumenical Service. The organization of the service was a collaborative effort by many organizations and the Committee would like to thank Destination Gander and all of the other organizations who organized or performed during the Beyond Words Tribute events during the 9/11 weekend.

Auction/Dinner

As part of the Beyond Words Tribute, an auction and dinner will be taking place on Wednesday, September 28th at the Hotel Gander. Attendees will have the opportunity to sit at a table with a member of the St. John's IceCaps and there will also be a guest speaker for the evening which will be announced shortly. Information regarding this event will be posted on Destination Gander's website: www.destinationgander.com and the Town's website: www.gandercanada.com. Monies raised from this event will be donated to the Families of Freedom scholarship fund.

AHL Exhibition Game

On Friday, September 30th, Destination Gander will be hosting an AHL exhibition game featuring the St. John's IceCaps and the Norfolk Admirals at the Gander Community Centre. Assigned seating tickets are sold out however standing room tickets are available at the Community Centre administration office for a cost of \$23.00.

A golf tournament in aid of the Beyond Words Tribute will also take place on Friday, September 30th. For more information, please contact Destination Gander at 651-3763.

9/11 Display

A 9/11 display featuring articles, pictures and a piece of the World Trade Center is set up at the J.R. Smallwood Arts & Culture Centre Gallery. The hours of operation are Monday – Friday 8:30am – 6:00pm and Saturdays, 12:00pm – 6:00pm. This display is open to the public until September 30th, 2011.

Urban Municipalities Committee Meeting Request

A memo from the CAO requesting funding for the upcoming Urban Municipalities Committee Meetings being held in Gander from September 30th – October 2nd, 2011 was reviewed. The Committee agreed to offset the cost of hosting the meetings as the Town is a member of the organization.

Motion #11-207

Urban Municipalities Committee Meeting Request

Moved by Councillor Lanning and seconded by Councillor Blundon that the Town of Gander sponsor the cost of food and refreshments for a social and luncheon during the Urban Municipalities Committee Meetings being held in Gander at an approximate cost of \$2,000.

In Favour: 5 Opposing: 0

Decision: Motion carried.

11. Municipal Works & Services Committee

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

The Municipal Works & Services Committee was held on September 14, 2011. The meeting was chaired by R. Anstey, Councillor. Other members present included: N. Lanning, Councilor; D. Blundon, Councillor; J. Blackwood, Director of Municipal Works & Services.

The following items were discussed:

Councillor Oram left the Regular Council meeting at 5:25pm due to conflict of interest.

Dickins Street, Remediation Update

The Committee reviewed correspondence from Cecon Limited who provided professional services once fuel contamination was discovered during the Dickins Street construction. The correspondence indicated that the contaminated area within the limits of the contract now meets recommended Provincial Soil Quality Guidelines and they are advising that work can resume on the installation of the new waterline and that portion of the contract can be completed without delay. The Director indicated that the cost of that remediation would be forwarded to Newfoundland and Labrador Housing, whom the Town acquired the property from, and he would contact them to see when the remainder of the site would be remediated to enable the sale of lots.

Councillor Oram returned to the Regular Council meeting at 5:27pm.

Magee/Yeager Street Light

The Engineering Department reviewed a request, forwarded from the Public Safety Committee, from a resident who indicated they would like to see an additional street light installed on the walkway connecting Yeager and Magee Road.

Current street lighting within the Town is spaced at approximately every fourth lot or 75-80 meters on average. Installing another light at the requested site would be placing one in the center of two existing lights. It was also noted that there are approximately 21 other similar locations in town where no street lights exist at the start or end point of trailways.

The Committee is not recommending the installation of the street light but the Director advised that he would contact Tract Consulting to see what lighting was proposed in the Cobbs Pond Development Scheme and that this may alleviate the problem at this location.

Invoices for Approval

The Director advised that there were 5 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.

Grading Policy/Commercial Landscape Regulations

The Committee reviewed recommendations from the Engineering Department for changes to the **Grading Policy** as follows:

12. All land, including driveway and lawn, from the curb/sidewalk to the property line shall have a maximum slope not greater than 1 in 10. The remainder of the property shall not have any grade with a slope greater than 1 in 1.5.

15. For any new Building Permits issued after September 30 of the current year, the applicant shall be advised to complete their grading as soon as possible as an Occupancy Permit will not be issued until all grading is completed and checked.

Commercial Landscaping Regulations

*7.1 Landscaping means any combination of trees, shrubs, flowers, grass or other horticultural elements, decorative stonework, **paving stones**, screening or other architectural elements, all of which is designed to enhance the visual amenity of a property or to provide a screen between properties in order to mitigate objectionable features between them.*

7 (d) All land, including access and landscaped areas, from the curb/sidewalk to the property line shall have a maximum slope not greater than 1 in 10. The remainder of the property shall not have any grade with a slope greater than 1 in 1.5.

These policy changes are being brought forward in an attempt to help with snowclearing operations of the Town where excessive grades can hinder the operators from clearing the streets effectively. The changes are presented for the first reading. If Council or the general public has any concerns with the changes, please present them in writing to the Town Hall 48 hours prior to the next Municipal Works and Services Committee meeting on October 5, 2011.

293 Magee Road, Driveway Access

The Committee received correspondence from the owner of 293 Magee Road requesting access onto Cooper Boulevard from a piece of property he obtained from the Crown. The owner had previously been turned down by the Province for a similar access from the same lot onto the Provinces' section of this road and this correspondence was reviewed. The Committee reviewed the requested access as presented and determined it was not ideal as it directly intersected Magee Road and Cooper Boulevard.

The Committee recommends that the owner exercise his right to appeal the Provinces' decision to the Secretary of the Appeal Board at the Department of Municipal Affairs within 14 days as indicated in the correspondence from that Department. The Town will contact the owner and offer assistance with the appeal process if required.

Drainage on Penwell Avenue

The Committee reviewed a request from a property owner on Penwell Avenue indicating that they had poor drainage at their property. The Engineering Department visited the site and determined that the swale at the back of the property had been placed according to the grading plan provided by the developer and approved by the Town and it was more likely that the drainage issue was a result of the soil type in that area or the individual lot grading on that property. The home owner will be contacted and the Engineering Department will offer assistance with the water problems on that lot.

Subdivision Requirements/Complaint line

After listening to a recent Council meeting, where development regulations for new subdivisions were discussed, a resident sent correspondence via the Town of Gander Website. The topic of discussion at the meeting was the extra costs incurred as a result of the new regulation for developers to install curb and one coat of asphalt in new subdivisions prior to issuing building permits.

The resident would like to see the Town consult with new buyers as well as developers when it comes to determining new subdivision regulations as the cost incurred by new buyers, as a result of this regulation not being in place, can be in the tens of thousands of dollars in unexpected costs including additional backfill, excavation, construction delays etc. The resident also noted that while travelling the Province she noticed that other municipalities such as St. John's, Corner Brook, and Clarenville practice this construction technique and it seems to work for them. If the asphalt could not be put in place, they would like to see priority given to installing curb at least.

The motion being referenced requiring streets to be paved prior to issuing building permits has been carried and is now a requirement for new developments. Councillor Anstey noted that it is the intention of the Committee to communicate with contractors on this new practice.

Councillor Oram expressed concern with how the asphalt and curb will hold up during construction.

Peterson Drive, Flooding Remediation

The Committee reviewed correspondence from a resident of Peterson Drive who indicated that he was frustrated with the lack of response from the Town with regards to the remediation measures taken to correct the flooding problems in that section of Town. He indicated that they are constantly living in fear of having flooding issues again. He has already incurred considerable cost from the last flood as have many of the neighbours. The Director is drafting a letter to be reviewed at next Municipal Works Committee meeting and upon approval from the Committee it will be forward to the residents.

Carr Crescent (Cobb's Pond) Residential Development

The Committee discussed a draft of the Request for Proposals (RFP) for the Cobbs Pond Residential Land Assembly.

This is a residential subdivision consisting of approximately 16.12 hectares with 124 building lots with 20 meters frontage for each. This is just a draft so that Council can review and determine if it meets the needs of the Town.

In conjunction with this will be the public consultations being conducted by the Department of Development as well as the hydrology study to follow.

Hard copies of the RFP will be made available for Council for review and discussion at the next Municipal Works and Services Committee meeting.

The Director of Municipal Works & Services left the Regular Council meeting at 5:44pm.

11 Kent Place, Variance Request for Shed

The Committee reviewed a request from the owner of 11 Kent Place to construct an accessory building measuring approximately 384 square feet. This lot currently has an existing accessory building measuring 16 x 24 or 384 square feet and the addition would place the total occupied lot more than the allowable 6% total lot coverage. Even with a variance from Council, this proposal would exceed the total allowable coverage. The only option for Council to allow this additional accessory building would be to change the Town of Gander Accessory Building Regulation from 6% to 8%.

The Committee felt that this change would have a negative impact on future accessory building construction in the Town of Gander and recommends that it remain as is.

The Director of Municipal Works & Services returned to the Regular Council meeting at 5:50pm.

Re-allocation of Funds for Sectional Paving

At the regularly scheduled Finance Committee meeting held on August 25, 2011 the Committee discussed the cancellation of the 2011 sectional paving program as they felt the monies allocated would be better served under the capital program.

As a result of this decision, the Municipal Works Committee is requesting that \$8,000.00 be transferred from the 2011 sectional paving program into the 2011 asphalt patching program and forwards its recommendation to the Finance Committee for their consideration.

Home Based Business Applications

The Committee reviewed two applications for Home Based Businesses.

The first one was from **7 Hornell Street** to operate a child care business for children aged 6 months to 12 years.

WHEREAS an application has been received from **Little Saplings Child Care** to operate a child care business from 7 Hornell Street and

WHEREAS this application meets all Town of Gander requirements under the Engineering and Development Department Regulations and no objections were received after advertising was completed

BE IT RESOLVED that **Little Saplings Child Care** be granted permission to operate a Home Based Business from 7 Hornell Street offering child care for children ages 6 months to 12 years old.

Motion #11-208

HBB – Little Saplings Child Care

Moved by Councillor Anstey and seconded by Councillor Lanning that **Little Saplings Child Care** be granted permission to operate a Home Based Business from 7 Hornell Street offering child care for children ages 6 months to 12 years old.

In Favour: 5 Opposing: 0

Decision: Motion carried.

The second HBB application was from 102 Rowsell Boulevard requesting to operate a business office for **Tap Safety Consulting**.

WHEREAS an application has been received from **Tap Safety Consulting** to operate a business office for safety consulting in the Industrial and Construction fields and

WHEREAS this application meets all Town of Gander requirements under the Engineering and Development Department Regulations and no objections were received after advertising was completed

BE IT RESOLVED that Tap **Safety Consulting** be granted permission to operate a business office from 102 Rowsell Boulevard offering safety consulting the Industrial and Construction industries.

Councillor Blundon left the Council meeting at 5:51pm.

Motion #11-209**HBB - Tap Safety Consulting**

Moved by Councillor Anstey and seconded by Councillor Oram that Tap **Safety Consulting** be granted permission to operate a business office from 102 Rowsell Boulevard offering safety consulting the Industrial and Construction industries.

In Favour: 4 Opposing: 0

Decision: Motion carried.

Water Quality Report

The Committee reviewed the 2011 Winter Drinking Water Quality Report for the Town of Gander. The overall water quality was good with all tested parameters being within acceptable limits.

Worthy of noting is that HAA levels were considerably lower in the last several samples taken and that our average was consistently dropping. If this trend continues our water will resume being ranked by the Department of Environment and Conservation.

Councillor Blundon returned to the Council meeting at 5:52pm.

Councillor Oram left the Council meeting due to conflict of interest at 5:52pm.

Tenders

1. The Committee reviewed the results of the tender for the **Sale of Recycled Asphalt**. Two tenders were received and the Director advises that the highest of the tenders that met specifications was submitted by *Professional Grading and Contracting*.

The Committee recommends that the tender for the Sale of Recycled Asphalt be awarded to **Professional Grading and Contracting Ltd.** and refers the tender to the Finance Committee for its consideration

2. The Committee reviewed the results of the Standing Offer for the supply of **Ready Mix Concrete**. Two Standing Offers were received and the Committee recommends that the Standing Offer be accepted and refers the tender to the Finance Committee for its consideration.

Councillor Oram returned to the Council meeting at 5:53pm.

Fall Clean-up and Household Hazardous Waste Day

This year's fall clean up will probably be the last one while the Town is still operating its own landfill and the Committee is recommending that it be extended an additional week.

This is a good opportunity for the Town to take advantage of this as next spring there will be tipping fees and additional transportation cost for the transfer of the refuse to the Norris Arm Waste Management Site.

The clean up week will take place for two weeks beginning **October 24 - November 4th**, inclusive.

Also, the **Household Hazardous Waste Day** will take place on **Sunday October 16th, 2011**.

Information on both of these events will be posted on the Town Website and the Beacon within the coming weeks.

Recycling at Municipal Buildings

The Committee discussed the recommendation brought forward by a Town employee that there was currently a very inadequate recycling program at Town facilities and wished to see it expanded.

The Director advised that he would communicate with Broadening Horizons to see what products could be recycled and then implement a recycling program accordingly throughout all Municipal buildings.

Magee Road, Work Postponed

The Director advised the Committee that due to delays in getting approval from the Department of Municipal Affairs and ACOA, because it was a federally funded project, Magee Road resurfacing will be postponed until the next construction season.

The Committee was advised that the Engineering Department had their Engineering work prepared well in advance and were ready for this season. Due to prolonged delays from ACOA in answering our request to reallocate funding to this project, it was too late in the construction season to tender this work. The Department will follow up with ACOA to have this approved and tendered early in the next construction season.

Notification was received that the project was approved by ACOA, but it is too late in the season to start resurfacing.

Councillor Anstey gave an update on Airport Blvd. The paving has started, but has been delayed due to mechanical issues.

Finance & Administration Committee

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

The Finance & Administration Committee was held on September 15, 2011. The meeting was chaired by A. Scott, Councillor. Other members present included: S. Oram, Councillor; R. Anstey, Councillor; G. Brown, Director of Finance.

The following items were discussed:

Standing Offer – Ready Mix Concrete

The Committee reviewed the results for the Standing Offer for the purchase of Ready Mix Concrete for the next 12 months. Both H. Wareham and Sons Ltd. and B&M Paving 1983 Ltd. placed bids on the Standing Offer.

Motion #11-210

Standing Offer – Ready Mix Concrete

Moved by Councillor Anstey and seconded by Councillor Blundon that Council accept the Standing Offer proposals for Ready Mix Concrete as attached.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Provincial-Municipal Relationship

The Committee reviewed an email from Municipalities Newfoundland and Labrador regarding a study being carried out on the Municipal Fiscal Framework and the email advises that the study will be circulated in the upcoming weeks for Council's review.

Tender - Market Kiosks

The Committee reviewed the tender results for the construction of Market Kiosks. One bid was received from J&J Enterprises 1999 Ltd.

Motion #11-211**Tender – Market Kiosks**

Moved by Councillor Anstey and seconded by Councillor Blundon that the tender for the construction of 20 market kiosks be awarded to J&J Enterprises 1999 Ltd. at a cost of \$114,990 plus HST.

In Favour: 5 Opposing: 0

Decision: Motion carried.

This will involve the construction of 19 standard Kiosks and one accessible Kiosk. The project is being funded by the Federal/Provincial/Municipal Governments.

Housing Survey

The Development Department is requesting permission to reallocate \$3,500 from its business travel budget in order to carry out a survey on the local housing market.

Motion #11-212**Housing Survey**

Moved by Councillor Anstey and seconded by Councillor Blundon that the Development Department be permitted to reallocate \$3,500 from its business travel budget to carry out the housing survey.

In Favour: 5 Opposing: 0

Decision: Motion carried.

As noted by Councillor Oram during the Economic & Social Development Committee report, the Development Department will advertise outside the community, but will still need to attract people inside Gander.

Sectional Paving – Funding Reallocation

The Municipal Works Department is requesting permission to reallocate \$8,000 to its asphalt repairs budget as they are not going ahead with the sectional paving program this year.

Motion #11-213**Sectional Paving – Funding Reallocation**

Moved by Councillor Anstey and seconded by Councillor Blundon that the Municipal Works Department be permitted to increase its asphalt maintenance budget by \$8,000.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Forester Street Tender

The Committee reviewed the tender results for the sale of a building lot at 74 Forester Street for which four bids were received with the highest coming in from CCB Investments.

Motion #11-214**Forester Street Tender**

Moved by Councillor Anstey and seconded by Councillor Blundon that Council sell the building lot at 74 Forester Street to CCB Investments at a cost of \$60,241.43 HST inclusive.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Hydro Seeding Services Tender

The Committee reviewed the tender results for the provision of hydro seeding for which five bids were received. Cantwell Construction was the lowest bid received and met specifications.

Motion #11-215**Hydro Seeding Services Tender**

Moved by Councillor Anstey and seconded by Councillor Blundon that the tender for Hydro Seeding Services be awarded to Cantwell Construction at a cost of \$0.10^{sq.ft.} plus HST.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Councillor Oram left the Council meeting due to conflict of interest.

Invoices for Approval

CAPITAL

AS RECOMMENDED BY THE MUNICIPAL WORKS & SERVICES COMMITTEE SEPTEMBER 14, 2011

- | | |
|--|------------|
| 1. TRACT Consulting Inc. | 15,085.50 |
| 01-000-0080-1837, Initiation billing #1 Cobbs Pond Development | |
| Contract 150,855 Spent to date zero | |
| 2. Industrial Engineering & Automation Solutions | 21,748.36 |
| 01-000-0080-1847, Cutler Hammer Variable frequency | |
| Tender 24,855.26 Spent to date zero | |
| 3. Professional Grading & Contracting Ltd. | 203,127.69 |
| 01-000-0080-1971, Claim #1 Dickins Street Construction | |
| Contract 493,770 Spent to date zero | |
| 4. H.Wareham & Sons Ltd. | 13,832.44 |
| 01-000-0080-1879, Payment #3, Cooper Blvd Turning Lane | |
| Contract 140,008.13 Spent to date 124,491 | |

OPERATING

AS RECOMMENDED BY THE PARKS & RECREATION COMMITTEE SEPTEMBER 11, 2011

- | | |
|--|-----------|
| 5. CIMCO | 15,753.33 |
| 00-820-1000-6805, plate heat exchanger rebuilt | |
| Budget 15,000 Spent to date 1,172.08 | |

AS RECOMMENDED BY THE MUNICIPAL WORKS & SERVICES COMMITTEE SEPTEMBER 14, 2011

- | | |
|--|------------|
| 6. H.Wareham & Sons Ltd. | 163,587.91 |
| 00-320-5500-8100, Claim #5 Rickenbacker Road Resurfacing | |
| Contract 498,917.60 Spent to date 279,898 | |

Total capital invoices for approval	253,793.99
Total operating invoice for approval	<u>179,341.24</u>
Grand total of invoices for approval	<u>\$433,135.23</u>

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

Motion #11-216 **Invoices for Approval**

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

In Favour: 4 Opposing: 0

Decision: Motion carried.

Tender – Sale of Recyclable Asphalt

The Committee reviewed the tender results for the sale of recyclable asphalt for which two bids were received with Professional Grading Contracting submitting the highest bid.

Motion #11-217 **Tender – Sale of Recyclable Asphalt**

Moved by Councillor Anstey and seconded by Councillor Blundon that Council sell recyclable asphalt to Professional Grading Contracting at a cost of \$1,000 plus HST.

In Favour: 4 Opposing: 0

Decision: Motion carried.

Councillor Oram returned to the Council meeting.

6. **ADMINISTRATION**
None.

6. **ADMINISTRATION**
None.

7. CORRESPONDENCE

7.1 Appreciation Letters

The Town Clerk read the appreciation letters from Lufthansa, Town of Centreville-Wareham-Trinity, Gander Shrine Club, Consul General de France.

8. NEW BUSINESS

Tender for Ladder Truck

Tenders for the supply of a new ladder truck to the Town have closed and been evaluated by the Fire Commissioner's Office. They are directing the Town to accept the lowest tender as it met the specifications of the tender.

Motion #11-218

Tender for Ladder Truck

Moved by Councillor Oram and seconded by Councillor Lanning that the Town award the tender for a ladder truck to Dependable Emergency Vehicles at a cost of \$770,690.70, HST inclusive with the vehicle to be delivered no later than November 20, 2011.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Under the funding agreement with the Province they will pay 70% of the cost of the vehicle with the Town paying 30%.

User Group Meeting

Councillor Blundon stated that the Gander Community Centre User Group meeting will be held September 27, 2011 at 7pm.

9. ADJOURNMENT

Motion #11-219

Adjournment

There being no further business, it was moved by Councillor Anstey and seconded by Councillor Blundon that the meeting be adjourned at 6:10pm.

In Favour: 5 Opposing: 0

Decision: Motion carried.



Allan Scott, Councillor/Chair



Garry Brown, Town Clerk