

MINUTES

Regular Meeting of Council Tuesday, November 1, 2011 @ 4:30 pm Council Chambers

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

Advisory Resource:	J. Turner	Chief Administrative Officer
	K. Sceviour	Acting Director of Parks, Recreation & Tourism
	J. Blackwood	Director of Municipal Works & Services
	K. Hiscock	Acting Director of Finance
	A. Crummey	Development Officer
	J. Burt	Deputy Municipal Clerk

Regrets:	C. Elliott	Mayor
	R. Anstey	Councillor

1. CALL TO ORDER

The Meeting was called to order at 4:34pm.

2. VISITORS/PRESENTATIONS

Restorative Justice Week Proclamation

The Deputy Mayor proclaimed November 13 – 20, 2011 as Restorative Justice Week whereas in the face of crime or conflict, restorative justice offers a philosophy and approach that views these matters principally as harm done to people and relationships.

Remembrance Period Proclamation

On October 27, 2011 the Deputy Mayor proclaimed November 1 – 11th as Remembrance Period where it is a time for each one of us to reflect and recall to mind the sacrifices made by our Veterans to ensure the peace we now enjoy.

3. MINUTES FOR APPROVAL

Motion #11-238

Minutes for Approval

Moved by Councillor Scott and seconded by Councillor Lanning that the Minutes from the Regular Meeting of Council on October 12, 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. The 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 October 24, 2011. The meeting was chaired by S. Oram, Councillor. Other members present included: Z. Tucker, Deputy Mayor; A. Scott, Councillor; G. Brown, Director of Finance; J. Burt, Deputy Municipal Clerk; W. Jenkins, Municipal Enforcement Officer; D. Brett, Fire Chief.

The following items were discussed:

PUBLIC SAFETY

High Speeds through Gander

The Committee received correspondence from a visitor to Gander who raised his concern about the dangerous speeds travelled on the stretch of highway through Gander and the amount of accidents happening on the highway through the Town. He suggested making the speed limit signs much larger.

The Committee agreed to write to the Department of Transportation and Works to request these larger signs in response to the ongoing speeding issue on the highway.

Speeding on Raynham Avenue

The Committee received a request from a resident on Raynham Avenue to install speed bumps to address the speeding issue. The Committee did not agree with the suggestion of speed bumps, as this is one of a number of streets with speeding issues.

The Committee discussed the suggestion by Municipal Enforcement to hire an additional *Municipal Enforcement Officer*. The Committee agreed that this would be beneficial to our growing Town, and that our Municipal Enforcement Officers, as well as the RCMP are stretched too thin. The Committee will review all applicable information and present this for the upcoming budget.

Deputy Mayor Tucker stated that this is one solution and believes that the Town should ask the RCMP to do an unannounced blitz on areas like this. The mobile speed sign that is to be added will help in this area.

The CAO stated the Town is still looking into the mobile speed sign and the specifications are being finalized.

Councillor Blundon stated that the Town should write the RCMP to see if there can be more RCMP to fill vacant positions and we should also write the Department of Highways.

Crosswalks

Deputy Mayor Tucker advised that he has received complaints about motorists not stopping at crosswalks. The Committee would like to urge all motorists to watch for crosswalk signs and use caution around pedestrians.

HUMAN RESOURCES

MNL Resolutions

The Committee discussed a resolution to be tabled at the upcoming MNL Convention. The resolution, if accepted by Government, would enable Councillors to receive a tax credit equal to that of volunteer firefighters or increase the amount available to Councillors under the current Regulations. Although the resolution does not apply to larger Towns, as they are covered under a different section of the Regulation, the Committee recommends that our delegation to MNL would support the regulation.

Hiring Update

The Deputy Municipal Clerk advised the Committee of recent hiring updates and noted that applicants have been reviewed for the Journeyperson Carpenter and Water and Sewer Technician positions and that employment offers will be made shortly.

Parks and Recreation Committee

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

The Parks and Recreation Committee was held on October 24, 2011. The meeting was chaired by D. Blundon, Councillor. Other members present included: A. Scott, Councillor; Z. Tucker, Deputy Mayor; K. Waterman, Recreation Director.

The following items were discussed:

Special Events Attendants Pass

The Director briefed the Committee on the information gathered from other recreation facilities regarding their policy for allowing attendants of special needs individuals free admission to special events at the Community Centre. This policy would only apply to town-sponsored events. The Committee would like to remain with the current procedure of providing free access to the attendants of special needs individuals.

Funding Requests

Ben Avery was approved for \$125 under the Ambassador Program. Ben was chosen for the Under 15 Hockey Newfoundland & Labrador Team. Ben travelled to Moncton in October to compete at the Atlantic Challenge Cup.

Art Procurement Program

The Committee reviewed the Art Procurement Program and suggested that the current policy remain the same but this year the program would accept more submissions such as sculptures from local artists. The Director will prepare the promotional ads for this year's program.

Community Centre Female Dressing Room

The Director recently met with representatives from minor hockey and figure skating regarding the requirement of a separate dressing room to accommodate female participants. The consensus was reached with the groups to utilize a modified existing area at the arena. An estimate will be prepared to construct a dressing room in this area for female players. This item will be forwarded to the Budget.

Budget Request – Gander Community Tennis Association

Correspondence was received from the Gander Community Tennis Association requesting funding in the 2012 budget toward capital improvements at the tennis courts. This will be reviewed in the upcoming budget.

Budget Request – Airials Gymnastics Club

The local gymnastics club wrote requesting financial assistance to assist with their operation for next year. The Director noted that this request will be reviewed in the upcoming budget process.

Department Budget Meeting Date

The Department's budget will be reviewed at the next committee meeting.

Bonfire Night

The Town's Bonfire is slated for Saturday, November 5th at 6:00 p.m. at the site located adjacent to the Raynham Avenue Dog Park off Magee Road. Persons having wooden items to donate to the bonfire are asked to drop them off at the site or call the Department at 651-5927 to arrange for pickup.

Civic Enhancement Committee Meeting

The next Civic Enhancement Committee meeting is scheduled for Thursday, October 27th at 2:00 p.m. Plans and projects for next year's program will be discussed.

Snowmobile Tourism Workshop

The Committee advised that due to other commitments, they would not have a representative at the upcoming Snowmobile Tourism Workshop in Grand Falls-Windsor. A representative from Destination Gander will be attending and the Committee felt that this would be sufficient.

Funding Request – Gander Multiplex Committee

Correspondence was received from the Chairperson of the proposed multiplex facility. They are requesting that the \$5,000.00 donation previously approved in the 2011 budget be forwarded to their Committee. This item is forwarded to the Finance Committee.

Economic & Social Development Committee

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

The Economic & Social Development Committee was held on October 24, 2011. The meeting was chaired by Z. Tucker, Deputy Mayor. Other members present included: N. Lanning, Councillor; D. Blundon, Councillor; D. Chafe, Development Director; A. Crummey, Development Officer.

The following items were discussed:

Services Canada Update

The Committee was advised that a letter has been forwarded to Minister Penashue requesting his assistance in arranging a meeting with Minister Finley. Council understands Government's goal to improve efficiency while reducing costs within Service Canada but wishes to discuss why the processing centre has to move to St. John's to achieve these savings and if in fact more money could be saved by locating the processing centre in Gander.

Deputy Mayor Tucker stated that part of the logic was that this needed to be close to a university. He felt that this is discrimination; unemployment is higher outside of cities.

Roundtable Discussion on Affordable Housing

The first roundtable discussion on affordable housing will take place on October 24th with approximately 10 people attending. Staff has prepared a list of pertinent questions to ask the participants and a detailed report will be presented to this committee at the next meeting. A second meeting with developers, contractors and real estate agents has been arranged for October 25th.

The information gathered at both these meetings will be forwarded to the Municipal Works Department to assist them in planning new sub-divisions.

Newfoundland Labrador Housing

Newfoundland Labrador Housing is preparing to launch the fourth year of their Provincial Social Housing Plan for Newfoundland and Labrador and is seeking Council's input at their priority session on November 18th. The Committee will not be sending a representative to the meeting but will write NLH with our comments.

Building Statistics

The Committee reviewed the Building Statistics for the year up to the end of September. During this period were 133 permits issued for new residential units with a value of \$18,989,315. This is up significantly over last year's statistics of 84 new residential units created with a value of \$13,474,820. In total there were 370 residential permits issued with a value of \$21,150,840 in comparison with 317 issued last year with a value of \$15,915,541.

There were 4 commercial permits for new buildings issued with a value of \$1,030,000.

Commercial Land

The Committee discussed available commercial land in the town and requested staff to erect "For Sale" signs for Dickens Street to ensure residents are aware this land is available for purchase.

Christmas Market

A discussion took place on the Christmas Market planned for this December in the Elizabeth Drive Shopping Centre. Due to delays in various aspects of the event and the fact that many vendors plan their Christmas shows a year in advance it has been difficult to rent all the chalets. The interest surrounding the event is very high and many vendors contacted showed interest in participating at next year's event.

The Committee was disappointed but agreed that it would be in everyone's best interest to delay the Christmas Market until December 2012.

NBAA Update

The Development Director updated the Committee on the National Business Aircraft Association Convention recently attended. The town attended the show in collaboration with the Gander International Airport and many significant leads were obtained. These leads will be investigated further and follow up meetings will take place.

ACOA Cuts

The recent cuts announced by the Federal Government to the Atlantic Canada Opportunities Agency will have little effect on this community. Out of the 42 positions cut across the Atlantic region, 13 were cut in Newfoundland and Labrador with 7 of those already retiring this year and the other 6 taking early retirements. Programming was not affected by the cuts.

Tourism Committee Report

The Tourism Committee report was presented by Councillor Lanning.

The Tourism Committee meeting was held on October 25, 2011. The meeting was chaired by N. Lanning, Councillor. Other members present included: R. Anstey, Councillor; K. Waterman, Parks & Recreation Director.

The following items were discussed:

Post Targa Newfoundland Meeting

The Organizing Committee for Targa Newfoundland has scheduled a meeting on November 5th in Port Blandford to discuss the results of 2011 event. The various host communities are requested to send a representative to a debriefing meeting. The Committee suggested that one or possibly two of our Municipal Enforcement officers attend the meeting on Saturday, November 5th. The Director will check with the Municipal Clerk regarding scheduling this meeting.

Budget Meeting Date

The Committee will be reviewing the Department's proposed 2012 budget at the next Committee Meeting scheduled for November 14th.

Festival of Flight Review for 2012

The Committee expressed some concern regarding the urgency to review the financial statement for the 2011 Festival of Flight for budgetary purposes. Also, with pending construction work planned for Cobb's Pond Rotary Park, some ideas need to be put forth for the location of hosting some of next year's Festival activities. This item will be discussed further at the next Committee meeting when the financial statement is available.

E. Municipal Works & Services Committee

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

The Municipal Works & Services Committee was held on October 26, 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; J. Turner, Chief Administrative Officer.

The following items were discussed:

Sign Regulation

WHEREAS Under *Section IV, item b) Signs on Town Property*, the Engineering Department proposed to change the approval from **6** months to **one** month

AND WHEREAS there have been no objections received after this second reading.

BE IT RESOLVED that the Town of Gander Sign Regulations Section IV, item b) be changed from 6 months to one month with a further extension period of 1 month provided at the discretion of Council.

Motion #11-239

Sign Regulation

Moved by Councillor Blundon and seconded by Councillor Lanning that the Town of Gander Sign Regulations Section IV, item b) be changed from 6 months to one month with a further extension period of 1 month provided at the discretion of Council.

In Favour: 5 Opposing: 0

Decision: Motion carried.

91 Roe Avenue

The Committee had asked the Director to bring all relevant documentation to date pertaining to 91 Roe Avenue and the rock wall established on that property for a thorough review. After completing this review the Committee recommends that a removal order be issued and the Director will forward this to the Town Clerk for follow up.

Councillor Blundon noted that after more information was brought forward, it is clear he was not given permission to erect this wall. This rock wall is on Town land and the Town now have all the documentation in writing.

The Chief Administrative Officer stated that under the Municipalities Act, there can be no obstruction placed in a right-of-way. The Municipal Works Committee suggested split the cost of this 50/50 when it was perceived to be partially at the fault of the town.

The Chief Administrative Officer stated that according to the Municipalities Act, if permission had been given, the Town would have been responsible for 100%, and if no permission is given, the contractor is responsible for 100% of the cost.

Invoices for Approval

The Director advised that there was one invoice 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.

HEO Advancement Checklist

The Director advised that during the last round of Union Negotiations, the Union expressed their concern of the inability of the Heavy Equipment Operators to advance from HEO 1, up to II, and into III and that opportunity only arises when a senior member leaves the organization or retires. They felt that after a period of time and after gaining a level of competency, all operators should have the opportunity to advance.

The Town of Gander agreed and in doing so the Director brought forward the Advancement Checklist to make this a formal process. The supervisor will now evaluate each employee after they have accumulated the required amount of time in the position and after proving competency, will have the opportunity to advance.

The HEO Advancement Checklist allows for retention of employees as they can now move into higher positions when competent as opposed to waiting for a retirement or resignation.

Municipalities Newfoundland and Labrador (MNL) Resolutions

The Committee discussed four resolutions to be tabled at the upcoming MNL Convention that are relevant to the Municipal Works Department.

The first was the updating of the IDF Curbs proposed by the Department of Environment that this be made available to all municipalities and their engineering consultants so that water infrastructure is adequately planned and designed to provide more effective storm water management now and in the future.

The second was municipal representation on the Provincial Steering Committee on waste management. The recommendation is that MNL lobby the provincial government to have at least 2 elected municipal officials as members of the Provincial Steering Committee on Waste Management.

The third was an improved communication program for the provincial waste management strategy. It was felt that more investment was required into the provincial and regional communications program on all aspects of the waste management strategy. It is recommended that MNL and MMSB work together on this project.

The fourth and final was a crisis with the tire recycling program. It is recommended that MNL lobby the government to assist all incorporated municipalities in the province with an adequate environmentally friendly and cost effective manner for the safe disposal of all tires and contribute a portion of the cost of the tire recycling program to the applicable municipality to assist in finance for this disposal.

Foreperson Vacancies and Re-Hires

The Committee was advised that there are currently two road foreperson vacancies in the Municipal Works Department. One is being temporarily filled and the other one's duties are being absorbed by other employees. With the winter season upon us, the Committee recommends that these positions be posted immediately for re-hire and the Committee agreed that this action be undertaken as soon as possible.

Councillor Oram stated that Council should look at reorganizing as he thinks the Town has enough foreperson positions right now.

The CAO stated that vacancies need to be filled. This is the organizational structure right now, and these duties are being shared by the other foreperson positions.

Councillor Lanning stated that the Director of Municipal Works knows better than the Council the requirements of his department. Councillor Oram disagrees.

The Director of Municipal Works and Services stated that delaying by another month will be difficult and negatively impact service to residents.

The CAO stated that this discussion needs to take place in Committee. He also stated Council has reviewed the organization and decided that this is the approved structure and delaying the hiring decision would not be advisable as we are entering into snow clearing season. The Supervisors are responsible of OH&S and the requirements for administration of other legislation is increasing and, our employees require supervision and direction. Eliminating positions at this point would do our employees and the public a disservice.

Motion #11-240

Vacate Foreperson Positions

Moved by Councillor Blundon and seconded by Councillor Oram that the Town refer the issue of staffing vacant foreperson positions back to Committee.

In Favour: 2 Opposing: 3

Deputy Mayor Tucker, Councillors Lanning and Scott opposed.

Decision: Motion defeated.

The Organizational Structure will be discussed by the Human Resources Committee, and the Foreperson positions will be posted to be filled as soon as possible.

Motion #11-241

Foreperson Vacancies and Re-Hires

Moved by Councillor Blundon and seconded by Councillor Oram to refer the organizational review back to Human Resources Committee.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Five Year Capital Plan

The Five Year Capital Plan is a submission to Municipal Affairs outlining our funding requirements for the next five years. The Committee reviewed the capital estimates for the next five years and recommends submitting the plan as presented.

Finance & Administration Committee

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

The Finance & Administration Committee was held on October 27, 2011. The meeting was chaired by A. Scott, Councillor. Other members present included: S. Oram, Councillor; R. Anstey, Councillor; J. Turner, CAO; K. Hiscock, Acting Director of Finance. The following items were discussed:

Chamber of Commerce Delegation

The Committee met with a delegation from the Chamber of Commerce to discuss the 2012 budget. The delegation presented a list of questions and concerns which were discussed and will be discussed in the upcoming budget. The Committee thanks the Chamber of Commerce for their interest in the budgetary system.

The delegation left the meeting.

Invoices for Approval

CAPITAL

AS RECOMMENDED BY THE MUNICIPAL WORKS & SERVICES COMMITTEE OCTOBER 26, 2011

1. Airways Contracting	18,550.08
00-400-5500-8100, Claim #1, Water Reservoir CP3	
Contract 29,160 Spent to date zero	

OPERATING

2. Municipal Assessment Agency	34,198.25
00-120-1000-7200, Assessment services to 12/31/11	
Budget 139,000 Spent to date 103,289	

Total operating invoice for approval:	\$34,198.25
Total capital invoice for approval:	<u>\$18,550.08</u>
Grand total of invoices for approval:	<u>\$52,748.35</u>

The Director of Finance (A) advised that the invoices were within budget and met the policies of the Town of Gander.

Motion #11-242

Invoices for Approval

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

In Favour: 5 Opposing: 0

Decision: Motion carried.

Municipal Assessment Agency

The 2012 Property Assessment Notices were sent out on October 17, 2011 by the Municipal Assessment Agency. Residents are advised that appeals from these assessments will be received by the Municipal Assessment Agency up to and including November 16, 2011.

Councillor Blundon left the Council meeting at 5:30pm.

CUPE

The Committee reviewed a letter from the Canadian Union of Public Employees (CUPE) in which the members of the Atlantic Mayor's Congress, including the Town of Gander, was congratulated on taking a stand on the municipal fiscal imbalance. CUPE supports the Atlantic Mayor's Congress request for a new relationship between municipalities and the provinces that would provide stable municipal financing.

The Committee appreciates the support by CUPE for this initiative.

Councillor Blundon returned to the Council meeting at 5:31pm.

MNL Revenue Study

The Committee reviewed a letter from the Atlantic Mayor's Congress discussing the report prepared by Dr. Wade Locke, an economist with Memorial University of Newfoundland. The study showed that a 1% point increase in the Newfoundland and Labrador personal income tax rate should yield an average 20% increase in municipal revenue.

As a result of this study, the Atlantic Mayor's Congress in Happy Valley –Goose Bay approved a motion to accept the "One Percent Solution" resolution.

The Committee supports this resolution.

Progressive Conservative re: MNL's Plan

The Committee reviewed a letter from the Progressive Conservative Party (PC) of Newfoundland and Labrador regarding MNL's request to provide the parties platform with regards to municipalities. The Committee was pleased that the PC's are prepared to work with Municipalities to ensure all residents enjoy a good quality lifestyle.

Property Tax Reduction

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

Motion #11-243

Property Tax Reduction

Moved by Councillor Scott and seconded by Councillor Lanning that the property tax reduction application be approved as attached.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Community Centre Sign Advertising

The Committee reviewed the proposed contract between the Town of Gander (lessor) and the Gander Minor Hockey Association and Gander Silver Jets Figure Skating Club (lessee) regarding the commercial advertising (panels, logos, etc) at the Gander Community Centre.

The Committee recommends that the 70/30 revenue split recommended by the Parks and Recreation Committee be accepted provided that the 70% portion is distributed to the party that is responsible for the administration of the advertising contracts.

The contract has been referred to the Recreation Committee for clarification regarding the responsibilities of each party to the contract and how the split of revenue between the two volunteer groups will be split and whether the two volunteer groups should be signatories to the contract.

Temporary Signing Officer

The Municipalities Act requires that all cheques be countersigned by Administration Staff and an Elected Official and in the event that the three Elected Officials approved to countersign the cheques are absent, another must be appointed.

Motion #11-244

Signing Authority – Councillor Anstey

Moved by Councillor Scott and seconded by Councillor Oram that Councillor Anstey be provided with signing authority in the absence of the other signing authorities.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Motion #11-245

Signing Authority – Kelly Hiscock and Janette Burt

Moved by Councillor Scott and seconded by Councillor Oram that Kelly Hiscock, Accounting Supervisor and Janette Burt, Deputy Municipal Clerk be provided with signing authority.

In Favour: 5 Opposing: 0

Decision: Motion carried.

MNL Resolutions

The Committee discussed various resolutions to be tabled at the upcoming MNL Conference. After reviewing the resolutions, the Committee recommends that our delegation to MNL would support the resolutions.

Municipal Assessment Agency Value Increases

The Committee reviewed the Municipal Assessment Agency's preliminary assessment increase for the Town of Gander. They were pleased that our residential assessment role has increased by 15% and our commercial property role has increased in the range of 10-40%.

The increase in the assessments is caused primarily by growth which is one indicator of a strong economy.

Five Year Capital Plan

Municipal Affairs have requested Council to submit a five year capital budget to be considered in their upcoming budget. The Committee reviewed the request and it was noted that the capital request is within Council's fiscal guidelines.

Motion #11-246

Five Year Capital Plan

Moved by Councillor Scott and seconded by Councillor Blundon acceptance of the five year capital plan as attached.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Multiplex Funding Request

The Committee reviewed the request from the Multiplex Committee to use the funds approved by Council. The Committee concurs with the recommendation from Parks and Recreation Committee that the funds would be only expended for the hiring of a consultant to complete the feasibility study.

The Multiplex Committee is now asking for this funding to complete a study on their own.

5. **FINANCE**
None.

6. **ADMINISTRATION**
None.

7. **CORRESPONDENCE**
None.

8. **NEW BUSINESS**
None.

9. ADJOURNMENT

Motion #11-247

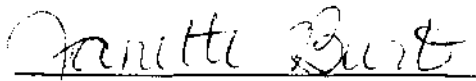
Adjournment

There being no further business, it was moved by Councillor Blundon and seconded by Councillor Lanning that the meeting be adjourned at 5:40pm.

In Favour: 5 Opposing: 0

Decision: Motion carried.


Zane Tucker, Deputy Mayor


Janette Burt, Acting Town Clerk