

MINUTES

Regular Meeting of Council Wednesday, December 14, 2011 @ 4:30 pm Council Chambers

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

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

Regrets:	N. Lanning	Councillor
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1. CALL TO ORDER

The Meeting was called to order at 4:38pm.

2. VISITORS/PRESENTATIONS

Art Procurement Awards 2011

The Mayor presented awards for the 2011 Arts Procurement Program. There were submissions of 14 artworks by five artists. From the 14 works offered, the judges recommend purchase of the following:

"Out From Crow Head"	26" x 30" oil on canvas by Phil Pollett
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"Iris Versicolor"	16" x 20" print on canvas (No. 12 of 30) from an original oil painting by Dawn Baker
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"Gaff Topsails"	11" x 14" watercolour by Clayton S. Hann
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Honourable Mention:

"Fisherman"

21" x 35" oil on canvas by Phil Pollett

3. MINUTES FOR APPROVAL

Motion #11-266

Minutes for Approval

Moved by Deputy Mayor Tucker and seconded by Councillor Scott that the Minutes from the Regular Meeting of Council on November 23, 2011 be adopted as presented.

In Favour: 6 Opposing: 0

Decision

Motion carried.

4. BUSINESS ARISING FROM PREVIOUS MINUTES

None.

5. REPORTS – STANDING COMMITTEES:

A. Public Safety and Human Resources Committee:

The Public Safety and Human Resources Committee was presented by Councillor Oram.

The Public Safety and Human Resources Committee was held on December 5, 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; W. Jenkins, Municipal Enforcement Officer; A. Quilty, Fire Inspector.

The following items were discussed:

PUBLIC SAFETY

Snow Plan

The Committee discussed the Snow Plan specifically with respect to clearing of hydrants. The Committee discussed the possibility of designating higher priority hydrants. The Municipal Works Committee is recommending that all hydrants should be cleared within three working days following a snowstorm and the Committee feels this timeframe is adequate.

Tender for Portable Speed Sign

The Committee reviewed the Tender results for the Portable Speed Sign. Two bids were received. When the tender documents were prepared it was proposed to add a message function to the unit to enable us to put any messages we wish to deliver to the driving public on the display. The lowest tender met the specs however it was over budget and the Committee is recommending purchasing the sign and refers it to the Finance Committee for consideration and a recommendation to Council.

Breathing Apparatus Tender

The Director of Finance advised the Committee that the Tender for Breathing Apparatus had been called and closed last Thursday. The Fire Department is currently reviewing the tender however the review is not completed and is requesting that the recommendation be forwarded directly to the Finance Committee. The Committee agreed that it is okay to proceed in this manner and would be recommending going with the low tender that met the specifications.

HUMAN RESOURCES**Period of Notice to Resign**

The Committee discussed the length of notice that is required prior to resignation specifically for Department Heads. They felt that in some cases the current requirement was inadequate.

Motion #11-267**Period of Notice to Resign**

Moved by Councillor Oram and seconded by Deputy Mayor Tucker that the notice requirement of resignation for Department Heads be set at four weeks for those with three years or less of service and six weeks for those with more than three years of service.

In Favour: 6 Opposing: 0

Decision: Motion carried.

2012 Committee Schedule

The Committee reviewed the 2012 Meeting Schedule. The Committee meetings will commence the first week of January with the first Public Council meeting held on January 11, 2012.

Motion #11-268

2012 Committee Schedule

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

In Favour: 6 Opposing: 0

Decision: Motion carried.

WHSCC Quarterly Report

The Committee reviewed the Quarterly Report from WHSCC to the end of September which indicates our total claims this year of \$39,000 versus \$35,700 last year, an increase of approximately 10%. The number of claims, however, have decreased from six last year to three this year.

Councillor Anstey left the Regular Meeting at 4:48pm.

B Parks & Recreation Committee:

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

The Parks and Recreation Committee was held on December 5, 2011. The meeting was chaired by D. Blundon, Councillor. Other members present included: A. Scott, Councillor; Z. Tucker, Deputy Mayor; J. Turner, CAO; K. Waterman, Recreation Director.

The following items were discussed:

Gander Multi Plex Feasibility Study

The Gander Multi Plex Committee is getting ready to proceed with a feasibility study and it is anticipated that a program report will be issued by the Committee after their upcoming meeting. If funding is confirmed, the Committee hopes to call for proposals early in 2012.

Tidy Towns 2011 Results & 2012 Application

The 2011 Tidy Towns competition results were reviewed by the Committee. Gander was given an overall percentage of 91% which is up from 86% last year. The evaluation is based on eight criteria divided into six sections. The community also received five blooms for its above average evaluation.

The Committee would like to thank the local Civic Enhancement Committee for its outstanding volunteer effort and leadership towards our environmental initiative. Our Civic staff person, Mr. Craig Dawe, was also thanked for his assistance with the judging tour.

The Committee recommended that the Town register for the 2012 program.

Councillor Anstey returned to the Regular Meeting at 4:50pm.

RONA/Henderson Kids Advantage Program

Two companies, RONA and Henderson Recreation have joined forces to assist community organizations to obtain new playground equipment at discounted prices. The Committee felt that the program would be more feasible for a school project and suggested that the information be forwarded to the Gander Academy School Council for their consideration.

Judging for the Town's Light Up for Christmas Program

The dates for the judging of the Town's Light Up for Christmas Program are December 27th & 28th. Residents are asked to have their properties ready for the judging which will take place after 7:30 p.m. on these dates. The various winners will be announced at the first Council meeting in the New Year.

Art Procurement Program Winners

This year there were 14 artworks by five artists submitted for the 2011 Art Procurement Program. The following three artworks were recommended for selection and purchase:

- Phil Pollett for his oil on canvas entitled "Fisherman"
- Clayton S. Hann who submitted a water colour entitled "Gaff Topsails"
- Dawn Baker for her print on canvas entitled "Iris Versicolor"

The Committee would like to thank all artists for their submissions.

C. Economic & Social Development Committee:

The Economic & Social Development Committee was presented by Deputy Mayor Tucker.

The Economic & Social Development Committee was held on December 5, 2011. The meeting was chaired by Z. Tucker, Deputy Mayor. Other members present included: N. Lanning, Councillor; D. Chafe, Development Director; A. Crummey, Development Officer.

The following items were discussed:

Gander Academy Letter of Support

Deputy Mayor Tucker advised that he had attended an information session on November 29th with the Gander Academy School Council. The session outlined the various reasons why a new school is needed, with the biggest reason being overcrowding. The School Council is looking for a huge show of support from the community and this Committee is recommending that Council support this initiative in any way possible.

Motion #11-269**Gander Academy Letter of Support**

Moved by Deputy Mayor Tucker and seconded by Councillor Anstey that a letter be written to the Department of Education in support of the School Board's efforts to receive funding for the construction of a new school which is badly needed because of the overcrowding at Gander Academy.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Press Release – Office of the Liberal Leader

The Committee reviewed a press release from the Liberal Party outlining their concern over cuts to federal public service in Newfoundland and Labrador. This province has lost 375 positions over the past two years while other provinces have seen increases. The Liberal Party is calling on the Federal Government to stop cutting jobs and restore federal positions.

Resort Property Investment Tax Credit

The Committee reviewed a relatively new program released by the Provincial Government. This program provides a provincial income tax credit of 45% of the purchase price of qualifying resort development property units outside the North East Avalon. It is geared towards encouraging new resort developments with high-end amenities and services and is designed to increase awareness and confidence in this province's tourism market.

The Committee is pleased with this new program and will promote it to potential investors.

Services Canada Update

The Committee was advised that we still have not received a response from Minister Penashue's office since we wrote him requesting his assistance in obtaining a meeting with Minister Finley. Calls to Minister Penashue's office have also gone unanswered. In addition, staff has been trying to obtain information on the selection criteria for Service Canada processing centres but have only received vague information from Minister Finley's staff.

This Committee is still very concerned about the loss of positions at Gander's Service Canada Centre and will continue to seek more information and a meeting with Minister Finley.

Letter to NL Power

The Committee was advised that a letter will be written to NL Power outlining concerns we have with the provision of power in the Gander Business Park. Currently Baird Place is not fully serviced and NL Power's regulations state that should a business wish to locate on that street they not only have a substantial wait to have the service installed, but they must bear the entire cost of installation until such time as another business locates there and can share the cost.

This practice is a huge impediment to the Town of Gander's ability to market the land on Baird Place. We will be requesting NL Power complete the electrical servicing on Baird Place in order to assist us in effectively marketing the land.

Councillor Oram left the meeting due to conflict of interest at 5:03pm.

Motion #11-270**Letter to NL Power**

Moved by Deputy Mayor Tucker and seconded by Councillor Anstey that a letter be written to NL Power requesting them to complete the electrical servicing on Baird Place in order to assist the Town of Gander to effectively market vacant land in the Business Park.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Councillor Oram returned to the meeting at 5:05pm.

D. Tourism Committee:

The Tourism Committee report was presented by Councillor Anstey.

The Tourism Committee meeting was held on December 6, 2011. The meeting was chaired by N. Lanning, Councillor. Other members present included: R. Anstey, Councillor; S. Oram, Councillor; K. Sceviour, Special Event Coordinator.

The following items were discussed:

Destination Gander

The Tourism and Special Event Committee met with the Chair of Destination Gander on Nov 23rd to discuss the continuation of Destination Gander which is funded through a partnership between the hoteliers and the Town of Gander. The current agreement stated that the partnership arrangement would be evaluated after three years of operations to see if the initial mandate was being met.

During the past three years, Destination Gander has prepared many hosting bids and has brought conferences to the Town including the National Elks Club Convention, the National Darts Tournament and in 2012, Hospitality Newfoundland and Labrador will return to Gander. They have also worked with organizations to bring special events to Gander including the Automotive Extravaganza and Signature Sound Concert. Most recently, Destination Gander worked with a local committee to plan the Beyond Words Tribute commemorating the 10th Anniversary of 9/11 which garnered International attention for Gander.

The Tourism Committee felt the partnership to continue Destination Gander is a sound investment for the Town and recommends that the Town enter the agreement for the next three years (2012-2014) at a cost of \$60,000 per year which is a reduction of \$20,000 per year.

The Chair of Destination Gander also stated that due to the departure of the Executive Director, there would not be a need for the Town of Gander to make the fourth quarter payment of \$20,000 for this year.

Gander Day Location

The Committee requested that the Event Coordinator set up a meeting with Minor Baseball to discuss the proposed plan to host Gander Day at the baseball fields. The Coordinator will contact the group to set up a meeting in the New Year.

Kitchen Party

The Event Coordinator has contacted a number of groups seeking their interest in performing at the Kitchen Party. The Committee agreed that the lineup for the Kitchen Party would include four bands to be determined by the Event Coordinator and booked before the Christmas holidays.

Targa Newfoundland

An email was received from Targa Newfoundland requesting a meeting with the Town to provide an overview and update on their plans to establish a culture of safety for the rally. The Committee will contact Targa to arrange a meeting in the New Year.

Movies in Motion

A request was received from Movies in Motion asking permission to host a portable drive-in theatre during the summer months here in Gander. There are no special events taking place at the Gander Community Centre Parking Lot for the dates requested. The Committee agreed this is a great entertainment opportunity for the residents of Gander and recommends that the Town of Gander grant permission to the owners of Movies in Motion to host a portable drive in theatre in Gander during the dates requested.

Ride for Sight 30th Anniversary

The Ride for Sight will be celebrating its 30th Anniversary in Gander on June 22-24, 2012. The Ride for Sight Committee are looking to expand the activities that take place at the Centre and have requested the use of the Gander Community Centre to host an event on Friday, June 22nd. The date is available for rental and due to the loyalty the Ride has shown by choosing Gander for the past 30 years, the Committee agreed that the Town should assist them with the event.

Motion #11-271**Ride for Sight 30th Anniversary**

Moved by Councillor Anstey and seconded by Deputy Mayor Tucker that a donation of \$2,300.00 be made to the Ride for Sight Committee to commemorate the 30th Anniversary.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Santa Claus Parade

The Committee would like to thank the Gander Lions Club for organizing the annual Santa Claus Parade and thanks to all of the businesses and organizations who took part. This year there were over 50 entries. Congratulations to the following winners:

Commercial Winner: Gander Toyota/Warehams

Non-Commercial Winner: Lakeside Homes for Santa Buddies

Family/Neighbourhood: Lori Wiseman for Frosty & Friends

E. Municipal Works & Services Committee:

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

The Municipal Works & Services Committee was held on December 7, 2011. The meeting was chaired by R. Anstey, Councillor. Other members present included: N. Lanning, Councillor; D. Blundon, Councillor; S. Oram, Councillor; J. Blackwood, Director of Municipal Works & Services; J. Turner, Chief Administrative Officer.

The following items were discussed:

2012 Snow Plan

The Committee reviewed a revised snow plan presented by the Municipal Works Department. The new snow plan has an additional operator on weekends, thus allowing two operators to work together increasing the amount of work they could do. It is to be noted that this wasn't an increase in staff to the organization but rather a shifting of resources within the organization to have better coverage on the weekends.

Motion #11-272**2012 Snow Plan**

Moved by Councillor Anstey and seconded by Councillor Oram approval to implement the revised snow plan, as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Delegation- Green Space at Cheshire and Hornell

Councillor Anstey left the meeting due to conflict of interest at 5:15pm.

The Committee met with a delegation from the Cheshire/Hornell area concerning the condition of the green space left in that area after the developer had finished the project. They are concerned about the safety of their children playing in that area with broken trees, pieces of construction debris and rubble left behind and they are requesting that remediation of the site to a better standard. The delegation did indicate that they had no interest in having this space converted into a playlot area or a park, just a safe open space for the children to play.

The delegation left the meeting and the Committee is recommending that the Director speak with the Developer to see if they are prepared to do further remediation of the area.

The Committee also discussed a change in the development agreement to develop a standard for open space or green space to ensure that upon granting substantial completion of a subdivision Development, the Municipal Works Department would have a standard for open space to hold the developer to.

Councillor Blundon suggested that before building permits are issued, the open spaces should be inspected.

Deputy Mayor Tucker stated that the construction debris should be cleaned up, but stumps, blown over trees, and rocks are not our responsibility.

The issue is forwarded to the Municipal Works Department for further review.

Councillor Anstey returned to the meeting at 5:22pm.

Gander Public Library

Councillor Oram left due to conflict of interest at 5:23pm.

The Director advised that he and the Supervisor of Municipal Works had met with a representative of the Gander Public Library to discuss their concerns with snow clearing. The Director indicated that prior to the meeting the Supervisor of Municipal Works made contact with Central Health and that they indicated that because they utilize the parking area, they are fully prepared to have their contractor continue snow clearing their own parking lot which is adjacent to the Library, as well as the Library parking lot.

Motion #11-273**Gander Public Library**

Moved by Councillor Anstey and seconded by Councillor Blundon that a formal agreement be signed to cover this arrangement.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Councillor Oram returned to the meeting at 5:24pm.

Invoices for Approval

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

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

Property & Building Complaints-Policy Amendment

Amendments to *The Property and Building Complaints Policy* are presented to Committee for the first reading in the document attached. If anyone has any comments or concerns please contact the Municipal Works Department on or before the next Committee meeting on January 4th, 2012.

54 McCurdy Drive

The Director advised that an application was received from Assurant Life of Canada to operate an Insurance Agency office and educational room for agent training. The advertisements have been completed for the occupancy of the building formerly known as Fisheries Management Services Ltd as a *Non Conforming Use* under the existing Town of Gander Municipal Plan and Development Regulations. These regulations permit that a Non-Conforming Use may be varied to a comparable Non-Conforming use within six months of discontinuance of a previous non conforming use. The application was considered and advertised as a comparable Non-Conforming Use and no objections were received.

Motion #11-274**54 McCurdy Drive**

Moved by Councillor Anstey and seconded by Councillor Blundon that a *Non-Conforming Use Occupancy* be permitted at 54 McCurdy Drive.

In Favour: 6 Opposing: 0

Decision: Motion carried.

60 Dickins Street, Discretionary Use

WHEREAS an application has been received from *11093 Newfoundland Ltd.* to construct two new buildings on the property at 60 Dickins Street and one of the buildings is to be utilized as a storage garage

AND WHEREAS the secondary use is situated in a *Commercial General Zone* and Light Industry is permitted as a discretionary use under the Town of Gander Development Regulations and no objections were received after the required advertisement deadline

BE IT RESOLVED THAT the application from *11093 Newfoundland Ltd.* to construct two new buildings on the property at 60 Dickins Street, with the storage garage building to be permitted as a discretionary use in the Commercial General Zone.

Motion #11-275**60 Dickins Street, Discretionary Use**

Moved by Councillor Anstey and seconded by Councillor Scott that the application from *11093 Newfoundland Ltd.* to construct two new buildings on the property at 60 Dickins Street, with the storage garage building to be permitted as a discretionary use in the Commercial General Zone.

In Favour: 6 Opposing: 0

Decision: Motion carried.

100 TCH, Discretionary Use

WHEREAS the Committee received an application from *North Atlantic Petroleum* to construct a new building at this location to operate a convenience store.

AND WHEREAS this application was advertised with no objections received and it is located in a *Commercial Highway Zone* where a Convenience Store is permitted as a discretionary use under the Town of Gander Development Regulations.

BE IT RESOLVED that *North Atlantic* be permitted to operate a convenience store at 100 Trans Canada Highway.

Motion #11-276

100 TCH, Discretionary Use

Moved by Councillor Anstey and seconded by Councillor Blundon that *North Atlantic* be permitted to operate a convenience store at 100 Trans Canada Highway.

In Favour: 6 Opposing: 0

Decision: Motion carried.

7 Melvill Place, Complaint

A property owner from Melville Place wrote the Municipal Works Department expressing dissatisfaction with the development in that area and the fact that they still have no completed sidewalks, no street names and stop signs have not been erected. There are other outstanding deficiencies in that development, including the completion of a connector street.

The site plan submitted and approved by the Town required a connecting street and the resident points out that this was a concern as the completion of Binnie Street would allow her children to walk directly across to the bus stop and now they have to walk a considerably longer distance to reach the bus.

The Director advised that this was a deficiency identified in that development and the Municipal Works is currently in the process of dealing with that developer on that default in the Development Agreement.

Councillor Oram left the meeting due to conflict of interest at 5:30pm.

Hickman Motors -295 Airport Boulevard

The Committee reviewed a request from Hickman Motors Limited regarding concerns they have with excessive amounts of water on their property.

In attempting to investigate the cause of the saturation, their contractor came to the Town requesting a schematic as to where the Town's storm sewer was located. The Town provided Hickman's contractor with this information and it is noted on that plan that the storm sewer ended near the front of their property.

Hickman Motors were on a tight timeline and proceeded with the work without any further consultation with the Town. They removed the old storm sewer and installed a new one and now have submitted an invoice to the Town requesting full or partial payment of the cost of the installation.

The Director had staff investigate the situation and retrieved old aerial photos from that site which indicated there was an open ditch from the end of the Town's storm sewer out to the back of the property in question and at some point someone had placed pipe and filled in the open ditch to better utilize the property.

The Committee doesn't feel that the invoice is the responsibility of the Town and recommends that no financial contribution be made to cover any portion of this cost. The Town would also like to encourage the property owner that in future when events of this type take place, to consult the Town before proceeding with any work if they plan to seek compensation.

Councillor Oram returned to the meeting at 5:32pm.

Hickman Motors- 201 Airport Waterline

The Director advised the Committee that a representative of Hickman Motors met with the Town's CAO and him to discuss the installation of a new waterline at 201 Airport Boulevard. The official advised that Hickman's had been required to loop the water line on their property in order to obtain the required fire flows to their new building. The Director advised the Committee of the circumstances surrounding the construction including the assistance and advice that was provided by Town staff. Investigation of the waterline in question, including a camera inspection, was carried out and no obstruction was found that would restrict the flows.

Hickman's proceeded to correct the problem by looping the water line on their own property. The Director felt compensation was not warranted in this situation, and the Committee concurs with his recommendation.

Commercial Display Site

The Committee reviewed a Referral application for Crown Lands in the form of a Grant application for a *Commercial Use Display Site* for pre-manufactured homes in the Municipality of Gander. The applicant is requesting approximately 100 meters of frontage on the Trans Canada Highway.

The Director advised that the application, as presented, does not meet the current zoning regulations. The application will be returned to Crown Lands with the commentary that the proposed land use does not comply with Town Zoning.

Temporary Portable Storage Shelters

The Director advised the Committee that questions had been raised regarding the placement of temporary storage shelters and he felt that the increase may be resulting from the requirement for storage of recreational vehicles in the off season and there are no regulations in place governing the use.

The Committee asked the Department to investigate the type of regulation that may be required and requested that consultation with other Towns be included as part of the investigation. After the results of the investigation are received, the Committee will review and assess the need to develop regulations surrounding the use of temporary shelters.

57 MacDonald Drive-Invoice Payment

The Committee reviewed correspondence from the owner of 57 MacDonald Drive requesting the Town of Gander's assistance with the cost of excavation due to a sewer line repair.

This resident hired a local contractor in to investigate a blockage in his line who indicated that the blockage was caused by tree roots. It was first felt that it could be removed with the water jet which was unsuccessful and then the line had to be excavated and repaired. The Town of Gander's policy on sewer call outs indicates that the Town does not accept responsibility for sewer line breaks or blockages that occur in the service line. The Town will agree to investigate the problem and inform the resident whether the problem is on the main line or service line.

This procedure was carried out for 57 MacDonald and staff did indicate that the blockage was in the service line therefore the resident is solely responsible for repairs.

The Committee agreed and advised the Director to write the property owner explaining the Town's position in this matter.

Central Newfoundland Waste Management

The Committee reviewed correspondence from the Chairperson of Central NL Waste Management stating that on February 6, 2012 all communities and commercial businesses associated with the direct haul to the regional site would commence bringing waste to the site.

The direct hauls are the communities from Badger to Gander out to Loon Bay and from the Road to Isles out to Botwood. The disposal fee for commercial and regular waste would \$ 117.00 per tonne.

Construction and demolition bulk fees are available from the central site and they advised that there would be no source separation carried out at this time.

The Committee then had a general discussion about the transition to the regional site and the Town's support in contracting out the curbside collection to the regional board. Until such time as they are prepared to do that, the Town will continue on with their current equipment to do curbside collection and transport to the regional site in Norris Arm.

Lawn Damage

Each spring the Municipal Works Department dispatches resources in terms of manpower, topsoil, seeding and equipment to repair damage incurred during snow clearing throughout the winter. It was noted that several lawns around town are in need of repair every spring because of the way these lawns are graded. They quickly slope up from the curb and every year the lawn is damaged.

The recommendation from the Department is that in the process of remediating these lawns this year that the Town would work with the home owner to re-grade the lawn to lessen the likelihood of further plow damage occurring in the future. It was noted that current regulations prohibit having raised lawns adjacent to curbs and most of the plow damage is located in the older section of Town.

The Committee concurs and recommends that the Town move forward, as resources permit, in making the corrections to the grade on these lawns that sustain damage annually and work toward eliminating these areas over time.

Tender-Hydraulic Thumb

The Committee reviewed the results of the tender for the supply of one Hydraulic Thumb. One Tender was received and the Director advises that the lowest of the tenders that met specifications was submitted by *Toromont Cat*.

The Committee recommends that the tender be awarded to *Toromont Cat* and refers the Tender to the Finance Committee for its consideration.

F. Finance & Administration Committee:

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

The Finance & Administration Committee was held on December 8, 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:

Chamber of Commerce

Hazel Bishop with the Chamber of Commerce joined the meeting to discuss the Town's upcoming 2012 Budget. She expressed the questions and concerns the various Chamber members had and questions were addressed by the Committee.

Used Grader Tender

The Town is purchasing a new grader and has advertised the sale of the Used 1987 Champion Grader. Two bids were received on the item.

Motion #11-277

Used Grader Tender

Moved by Councillor Scott and seconded by Councillor Anstey that the 1987 Used Champion Grader be sold to H. Wareham & Sons Ltd. at a price of \$15,700 plus HST.

In Favour: 5 Opposing: 1 – Councillor Oram

Decision: Motion carried.

Invoices for Approval

CAPITAL

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| 1. Dependable Emergency Vehicles | 765,040.70 |
| 01-000-0080-1803, Aerial Ladder Truck | |
| Contract 770,690.70 Spent to date zero | |

AS RECOMMENDED BY THE MUNICIPAL WORKS & SERVICES COMMITTEE DECEMBER 7, 2011

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| 2. B&M Paving (1983) Ltd. | 81,006.34 |
| 01-000-0080-1880, Claim #1, Johnson St Resurfacing | |
| Contract 102,147 Spent to date zero | |
| 3. TRACT Consulting Inc. | 37,713.75 |
| 01-000-0080-1837, Invoice #2 Cobb's Pond Development | |
| Contract 144,180 Spent to date 14,418 | |

OPERATINGAS RECOMMENDED BY THE MUNICIPAL WORKS & SERVICES COMMITTEE DECEMBER 7, 2011

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| 4. Crane Supply | 11,796.07 |
| 00-000-0050-1100, butterfly valves (to be invoiced to Fay Environmental) | |
| Budget zero Spent to date zero | |
| 5. Greatario Engineered Storage Systems | 54,436.20 |
| 00-400-5500-8100, Claim #2 Gander Water Reservoir, CP1, | |
| Contract 231,233 Spent to date 72,838 | |
| 6. H.Wareham & Sons Ltd. | 86,247.91 |
| 00-830-1000-7324, Claim #1 Gander Curling Club, paving | |
| Budget zero Spent to date 2,162 | |
| 7. H.Wareham & Sons Ltd. | 44,650.88 |
| 00-830-1000-7305, Claim #1 Airport Nordic Ski Club | |
| Budget zero Spent to date 500 | |

Total capital invoices for approval	\$883,760.79
Total operating invoices for approval	<u>\$197,131.06</u>
Grand total or invoices for approval	<u>\$1,080,891.85</u>

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

Motion #11-278**Invoices for Approval**

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

In Favour: 6 Opposing: 0

Decision: Motion carried.

Correspondence – 11 Airport Blvd.

The owner of 11 Airport Blvd. wrote regarding the taxation of his property. The property is currently vacant and he is asking that the Town waive any taxes on the property to at least January 2014. Council has recently changed its policy of taxation of vacant properties to allow them to be untaxed for up to two construction seasons. If they are not occupied after two years then they will be fully taxed. This property has been unoccupied for several years the Committee is not prepared to recommend any further tax break to the owners.

Councillor Blundon left due to conflict of interest at 5:44pm.

Request for Backland – 271 Elizabeth Drive

The owner of 271 Elizabeth Drive requested the Town sell him a portion of land behind his house. The land is in the process of being sold to another resident and the Committee is not prepared to change its recommendation on this matter.

Councillor Blundon returned to the meeting at 5:45pm.

Federal Gas Tax

The Committee received a letter from the Department of Municipal Affairs indicating that the Town's semi-annual payment for the gas tax program is being forwarded in the amount of \$210,139.37.

Tender – Supply of Variable Message and Radar Sign

The Committee reviewed the tender results for the Supply of one Portable Variable Message and Radar Sign. Two bids were received on the item.

Motion #11-279

Tender – Supply of Variable Message and Radar Sign

Moved by Councillor Scott and seconded by Deputy Mayor Tucker that the tender for the Portable Variable Message and Radar Sign be awarded to Sojourn Signs at a price of \$19,751.25 taxes inclusive.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Request for Proposals – Self Contained Breathing Apparatus

The Town has called a request for proposals for Self Contained Breathing Apparatus for use at the Fire Department and Water and Sewer Department. The Standing Offer would be good for a one year period.

Motion #11-280

Request for Proposals – Self Contained Breathing Apparatus

Moved by Councillor Scott and seconded by Councillor Anstey adoption of the Standing Offer for the SCBAs as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Tender - Supply of Hydraulic Thumb

The Committee reviewed the tender results for the Supply of a Hydraulic Thumb for which one bid was received.

Motion #11-281

Tender – Supply of Hydraulic Thumb

Moved by Councillor Scott and seconded by Councillor Anstey that the Hydraulic Thumb be purchased from Toromont Cat at a price of \$11,130 taxes inclusive.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Motion #11-282

Rescind Motion for Supply of Hydraulic Thumb

Moved by Councillor Scott and seconded by Deputy Mayor Tucker to rescind Motion #11-281.

In Favour: 6 Opposing: 0

Decision: Motion carried.

GIAA

The Committee agreed not to appeal the Supreme Court valuation of the Airport, and instead adopt the Agreement as attached.

G. Other:
None.

6. **ADMINISTRATION**
None.

7. **CORRESPONDENCE**
None.

8. **NEW BUSINESS**

Appointment to CEF Board

Councillor Anstey currently sits as the Town's representative on the 91 CEF Advisory Board. Due to work commitments Councillor Anstey has asked to be removed as Council's representative on the board. Councillor Blundon has agreed to serve as Council's representative and I would entertain a motion at this time to appoint him as the Council representative on the 91 CEF Advisory Board.

Motion #11-283

Appointment to CEF Board

Moved by Deputy Mayor Tucker and seconded by Councillor Anstey to have Councillor Blundon serve as Council's representative on the 91 CEF Advisory Board.

In Favour: 6 Opposing: 0

Decision: Motion carried.

2012 Budget

The Mayor presented the 2012 Annual Operating and Capital Budget.

Motion #11-284

2012 Tax Rates and Fees

Moved by Councillor Scott and seconded by Councillor Anstey approval of the various 2012 Tax Rates and Fees which have been established within this Budget.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Motion #10-285

2012 Operating & Capital Budget

Moved by Councillor Scott and seconded by Councillor Blundon adoption of the 2012 Operating & Capital Budget.

In Favour: 6 Opposing: 0

Decision: Motion carried.

9. ADJOURNMENT

Motion #11-286

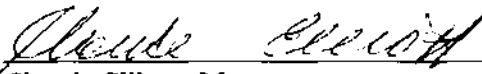
Adjournment

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

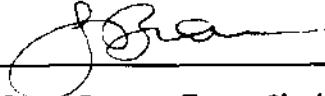
In Favour: 6 Opposing: 0

Decision: Motion carried.

There being no further business, the meeting adjourned at 6:30pm.

A handwritten signature in cursive script, appearing to read "Claude Elliott", written over a horizontal line.

Claude Elliott, Mayor

A handwritten signature in cursive script, appearing to read "Garry Brown", written over a horizontal line.

Garry Brown, Town Clerk