

MINUTES

Regular Meeting of Council
Wednesday, September 6, 2017 @ 4:30 pm
Council Chambers

Present:

C. Elliott	Mayor
C. Abbott	Deputy Mayor
G. Parrott	Councillor
R. Anstey	Councillor
B. Dove	Councillor
S. McBreairty	Councillor

Advisory and Resource:

D. Chafe	CAO
G. Brown	Town Clerk
J. Blackwood	Director of Engineering
N. Newell	Director of Recreation & Community Services
T. Barron	Director of Municipal Works
P. Fudge	Fire Chief
R. Locke	Development Director
B. Anstey	Communications Officer
E. Fisher	Council Youth Representative

1. CALL TO ORDER

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

2. VISITORS/PRESENTATIONS

Prostate Cancer Awareness Month Proclamation

The Mayor proclaimed September as Prostate Cancer Awareness Month in the Town of Gander.

Sexual Violence Awareness Week

The Mayor proclaimed September 10 – 16, 2017 as Sexual Violence Awareness Week in the Town of Gander.

3. APPROVAL OF AGENDA

Motion #17-216

Approval of Agenda

Moved by Deputy Mayor Abbott and seconded by Councillor Anstey that the Agenda for the Regular Meeting of Council on September 6, 2017 be adopted as presented.

In Favour: 6 Opposing: 0

Decision: Motion carried.

4. MINUTES FOR APPROVAL

Motion #17-217

Regular Minutes for Approval

Moved by Councillor Parrott and seconded by Councillor Dove that the Minutes from the Regular Meeting of Council on August 16, 2017 be adopted as presented.

In Favour: 6 Opposing: 0

Decision: Motion carried.

5. BUSINESS ARISING FROM PREVIOUS MINUTES

None

6. REPORTS – STANDING COMMITTEES:

A. Recreation & Community Living:

The Recreation & Community Living report was presented by Councillor Anstey.

The Recreation & Community Living meeting was held on August 28, 2017. The meeting was chaired by R. Anstey, Councillor. Other members present included: B. Dove, Councillor; N. Newell, Director of Recreation & Community Services.

The following items were discussed:

YC Newfoundland & Labrador (YCNL) 2017 Sponsorship

The Committee discussed a request from YCNL for a sponsorship of \$2,500.00 for their annual youth conference being held in Gander from October 6 - 8, 2017. This conference attracts 1,500 youth and over 100 volunteers and guests.

The Director advised that \$2,000.00 was previously budgeted for sponsorship of this conference. The Committee feels that the request of \$2,500.00 is not unreasonable and is recommending that the amount be increased to \$2,500.00.

Motion #17-218**YC Newfoundland & Labrador (YCNL) 2017 Sponsorship**

Moved by Councillor Anstey and seconded by Deputy Mayor Abbott that the sponsorship for YCNL be increased from \$2,000.00 to \$2,500.00 for their conference being held in Gander from October 6 – 8, 2017.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Variance Report

The Committee reviewed the variance report ending June 2017. The heating oil at the Steele Community Centre was \$10,000.00 over budget due to a 14% increase in consumption and a price increase. However, there was a savings on electrical of approximately \$8,000 and the Community Partnership Fund as not as many groups had availed of the funding.

Upcoming events

- Sept 8 – 10: Gander Ladies' End of Year Softball Tournament
- Sept 8 – 10: Quadaplooza
- Sept 9: SPCA Softball Fundraising Tournament
- Sept 9 & 16: Farmers Market
- Sept 22 – 23: RCMP Softball Tournament

B. Public Works & Services Committee:

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

The Public Works & Services Committee was held on August 29, 2017. The meeting was chaired by R. Anstey, Councillor. Other members present included: G. Parrott, Councillor; B. Dove, Councillor; P. Fudge, Fire Chief; W. Jenkins, Municipal Officer in Charge; R. Stoyles, Director of Municipal Works & Services (A); G. Whitt, Administrative Support Clerk.

The following items were discussed:

Reduced Speed on Elizabeth Drive

At its last Committee meeting, the Municipal Enforcement Department brought forward a seasonal reduced speed limit of 20 km per hour in the recreational area at the top of Elizabeth Drive; it would be seasonal from June 1 - September 30, annually. It is also proposing the installation of new signage and highlighting the crosswalk to make it more visible.

The Town Council has since agreed that 30 km per hour would be a low enough limit for that area and presents this item to Council for the second and final reading.

Motion #17-219**Reduced Speed on Elizabeth Drive**

Moved by Councillor Anstey and seconded by Councillor Dove that the seasonally reduced speed of 30 km per hour at the top of Elizabeth Drive in the recreational area be approved, and that signage be installed and the crosswalk be painted as indicated in drawing No. 17-1054.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Volunteer Fire Fighter Recruitment Policy

The Fire Chief presented a proposed new Volunteer Firefighter Recruitment Policy to Committee for the first reading to Council. This policy will reflect the current hiring policy of the Town of Gander, to ensure fairness during the Fire Fighter recruitment selection process.

The Committee agrees with the proposed Policy and asks that anyone with any input regarding this process to do so in writing to the Town Hall on or before September 14, 2017 or via email at info@gandercanada.com.

Parking on the Trans Canada Highway

The Committee reviewed an email received from a resident regarding the issue of large vehicles such as transport trucks and campers unable to park along the stretch of highway from the hospital to the Orange Store on the Trans Canada Highway.

She felt that Council should address this issue, instead of deterring them from being able to avail of town services, and provide designated parking areas for these larger vehicles.

The Committee discussed the issues with parking large vehicles in the area and feel that it is not the Towns responsibility to provide additional parking areas to accommodate patrons of businesses along the Trans Canada Highway.

Funding for New Fire Truck

The Committee reviewed correspondence from the Department of Fire & Emergency Services indicating that they cannot provide financial assistance to the Town for emergency vehicles. This is the fourth year that the Town of Gander has been declined; the last funding approval was in 2011.

The 1993 Pumper truck in the Fire Fleet needs replacement and the Department had hoped for Government funding to assist with the purchase.

Considering the most recent vehicles in the Fire Fleet were purchased by the Town, the Department is interested in the reasoning for the continued refusal to provide assistance for Emergency Vehicle Replacement. It was noted a larger Municipality was recently granted funding despite previously receiving funding more recently than Gander had. The Town provides Emergency Responses to a large area on the highway, as well as HAZMAT Services for the Province.

The Committee shares the concern of the Department and recommends requesting a meeting with MHA John Haggie to further discuss the matter.

Emergency Response Boat (ERB)

The Committee reviewed information from the Fire Chief on an Emergency Response Boat; more specifically a **Zodiac Milpro** rapid deployment zodiac.

Considering the geographical area serviced by the fire department, the Fire Chief feels an emergency response boat would be a great asset to Gander Fire Rescue. The estimated cost to purchase this boat is \$12,000.00, and would be fully funded through fund raising carried out by Gander Fire Rescue.

The Committee agrees this would be a great asset to the Emergency Response Fleet, and recommends the Fire Chief move forward with his plans to begin fundraising to purchase the vessel described.

Snow clearing-Town Owned Parking Lots

The Acting Director advised the Committee the Public Works Department is satisfied with the level of service provided in snow clearing the Town owned parking lots, giving consideration to the degree of snowfall accumulation from winter storms. It is recommended to remain with the current Snow Plan for the upcoming 2018 winter season.

The Committee agrees and recommends the Snow Plan for Town owned parking lots remain as written for the 2018 season.

Handicapped Parking-Town Square Family Dental

The Acting Director advised the Committee a patron of the Town Square Business Center requested the Town to consider adding a Handicap Parking space, near the end of the lot, to access the dental offices. While this parking lot does not fall under the Buildings Accessibility Legislation, the Committee agrees with the necessity to add a Handicap Parking space in this area.

Motion #17-220**Handicapped Parking – Town Square Family Dental**

Moved by Councillor Anstey and seconded by Councillor McBrearity that there be a designated Handicap Parking space added to the end of the Town Square Parking lot, located nearest the dental offices.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Cooper Boulevard Crosswalk Request

The Municipal Officer in Charge advised the Committee that a crosswalk must be installed for students required to walk to school from the Eastgate Sub-division. As Cooper Boulevard is a 60 km zone, a crosswalk at that location will require a controlled or signalized crossing. The Acting Director presented the Committee with a brochure of a controlled style crossing sign with flashing lights, suitable for this area. The Approximate cost to purchase this system would be \$7000.00.

The Committee agrees with the immediate need for a crosswalk in this area and recommends the purchase of the controlled crosswalk signage. This item is now forwarded to the Finance and Administration for consideration.

Variance Reports – Second Quarter 2017**Public Works and Services**

The Acting Director reviewed the Public Works Variance Report for the first six months of the year and the department is under budget by \$77,907.00. Some items noted in this variance were brought forward from the first quarter report. Savings in the second quarter included a decreased electrical consumption at the reservoir, while additional expenses were incurred for Filter Media Replacement that was \$12,218.00 over budget.

Fire and Police Services

The Fire Chief reviewed Gander Fire Rescue's Variance Report for the second quarter and noted that the Department was under budget by \$ 11,785.00. A delay in hiring a firefighter contributed to this variance.

The Municipal Enforcement Officer in Charge reviewed the Police portion of the Report and noted that the Department was under budget by \$ 1,494.00.

C. Development, Tourism & Culture Committee:

The Development, Tourism & Culture Committee report was presented by Councillor McBreairty.

The Development, Tourism & Culture Committee meeting was held on August 29, 2017. The meeting was chaired by S. McBreairty, Councillor. Other members present included: R. Anstey, Councillor; R. Locke, Development Director.

The following items were discussed:

Update: Tourism Opportunity Management (OM) Process

The Director provided the Committee with an update on the Tourism OM process. To assist with this process, a Tourism OM Planning Committee was established which included members from the various provincial and federal departments, local tourism organizations as well as Town staff and Council representation.

In addition to helping the Town identify and define its role in local Tourism Development, the Opportunity Management process will provide a clear understanding of the needs of the business and community sectors in terms of municipal support. This is achieved through a transparent, fair and inclusive OM process that evaluates potential opportunities so that ideas can be scored and ranked using a number of pre-determined, weighted assessment criteria.

A public tourism consultation session was held in May with approximately 40 participants. During this facilitated session, an over-whelming number of suggestions and ideas were generated by all who attended.

The Committee would like to thank all those who attended and provided feedback.

Since the public consultation session, the planning Committee has compiled and categorized the data collected into 35 potential projects/initiatives.

Recently, these projects/initiatives have been scored using pre-determined, weighted assessment criteria.

Moving forward, these projects/initiatives will be ranked and prioritized for presentation to Council for review and consideration during the 2018 budgeting process.

Street Naming Policy -1st Reading

The Director presented a draft Street Naming Policy to the Committee. This policy was initially rescinded and integrated into the Communications Policy however, it was later determined that this would be more effective as a stand-alone policy.

After review and consideration, the Committee presents the new Street Naming Policy for its first reading.

Press Release: Central Health

The Committee reviewed a press release from Central Health announcing the successful recruiting of 11 physician specialists for the two regional Health Care Centre's, 7 of which will be practicing at James Paton Memorial Regional Health Centre (JPMRHC) including;

- 2 Pediatricians
- 2 Internists
- 2 Obstetricians/Gynecologists
- 1 OR Clinical Associate

The Committee would like to applaud Central Health for their recent recruitment efforts as obstetric services will be re-established at JPMRHC in the coming weeks. This is a vital service that ensures JPMRHC continues to provide core medical services to residents across the region.

While the Committee recognizes the importance of these recently filled positions, it is understood that gaps remain in staffing levels at JPMRHC. The Committee hopes the momentum of Central Health's recent success in recruiting new physicians will continue as the health authority works to re-establish a full complement of medical staff.

The Committee would like to welcome the newly recruited Physicians and advise them that if they have any questions as they transition into our beautiful town to please contact our Development staff at 651-5912 or 651-5910.

Variance Report: Ending June 30th, 2017

The Committee reviewed the department's variance report ending June 30th, 2017 which shows savings of \$9500.00. This is mostly attributed to a reduction of expenditures within the Department's Business-Travel account.

The Committee is pleased with the Department's financial standing at this time.

Gander Heritage Advisory Committee: July 6th, 2017 Minutes

The Committee reviewed minutes of the July 6th, 2017 meeting of the Gander Heritage Advisory Committee.

The Committee is pleased with the progress of their initiatives. Also, the Committee would like to congratulate the Gander Heritage Advisory Committee on the successful grand opening of the Gander Heritage Trails which took place during the Festival of Flight.

D. Governance & Community Engagement Committee:

The Governance & Community Engagement Committee report was presented by Deputy Mayor Abbott.

The Governance & Community Engagement Committee meeting was held on August 29, 2017. The meeting was chaired by C. Abbott, Deputy Mayor. Other members present included: S. McBreairty, Councillor; D. Chafe, CAO.

The following items were discussed:

Strategic Priorities

The Committee reviewed the actionable items from Council's current five-year strategic plan. Council is now at the mid-point of its plan. The plan includes three organizational priorities; internal communications, external communications and customer service, and five strategic priorities; infrastructure enhancement, economic expansion, fostering community and culture, supporting an active lifestyle and enhancing the tourism experience.

The Committee is very pleased with the progress to date and is hopeful that the next Council will see the plan through. The strategic plan and its related action plan along with the update will be presented to the new Council during its orientation.

Municipal Information and Privacy Policy

At the August 16th Council meeting the Committee presented a new Municipal Information and Privacy Policy for its first reading. This policy, developed on the recommendation of the Office of the Information and Privacy Commissioner, sets forth appropriate guidelines for the collection, use and disclosure of personal information consistent with the Access to Information and Protection of Privacy Act, 2015. The Committee now presents this policy for its second reading and is recommending its adoption.

Motion #17-221

Municipal Information and Privacy Policy

Moved by Deputy Mayor Abbott and seconded by Councillor McBreairty that the new Municipal Information and Privacy policy be adopted as presented.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Flag Lowering Policy

The Committee reviewed a draft of a new Flag Lowering policy. The purpose of the policy is to ensure that flags flown at all Town buildings and outside facilities are flown and displayed in a consistent and appropriate manner, specifically when flown at half-mast as a sign of mourning. The Committee presents the new Flag Lowering policy to Council for its first reading.

Correspondence – Public Consultations on Regional Government

The Honourable Eddie Joyce, Minister of Municipal Affairs and Environment wrote advising that public consultations have been planned to discuss regionalization. The establishment of regional municipal government is being explored as a means to provide core municipal services in a more efficient and cost effective way. There will be twenty-two (22) in-person consultation sessions across the province beginning September 6th, 2017. The Gander session will be held from 7:00 – 9:30pm on October 2nd at the Quality Hotel & Suites. Residents and community stakeholders are encouraged to participate.

Municipalities Newfoundland and Labrador

Councillor McBreairty indicated that she is now a member of Municipalities Newfoundland and Labrador's new Membership Committee. Among its responsibilities the Committee will oversee the development of new membership services, the maintenance of existing services and the Councillor professional development program as well as other related programs.

The Committee would like to remind residents that a petition for the banning of plastic shopping bags available at the Town Hall. Residents wishing to add their name to this petition may do so at the Town Hall anytime during regular business hours.

Federation of Canadian Municipalities

The President of the Federation of Canadian Municipalities provided a brief overview of its advocacy work on key Federal initiatives. Current activities have focused on the negotiation of phase two of the federal infrastructure plan, the national housing strategy and the national poverty reduction strategy. All three of these initiatives stand to benefit our community. Council fully supports the Federation and its efforts to work with the Federal Government in an effort to address significant challenges facing Canadian municipalities.

E. Engineering, Planning & Controls:

The Engineering, Planning & Controls Committee report was presented by Councillor Parrott.

The Engineering, Planning & Controls Committee meeting was held on August 30, 2017. The meeting was chaired by G. Parrott, Councillor. Other members present included: S. McBreairty, Councillor; C. Abbott, Deputy Mayor; J. Blackwood, Director of Engineering; J. Hillier, Administrative Assistant.

The following items were discussed:

Accessory Building – 99 Sullivan Avenue

The Committee reviewed correspondence from the homeowner of 99 Sullivan Avenue requesting Council to reduce the sideyard measurement in order to accommodate the placement of an accessory building on his property.

After discussion, and given the unique nature of the land in question, the Committee is in agreement.

Motion #17-222

Accessory Building – 99 Sullivan Avenue

Moved by Councillor Parrott and seconded by Deputy Mayor Abbott that Council use their discretionary authority to approve the request as attached for 99 Sullivan.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Accessory Building – 33 Airport Boulevard

It was brought to Council’s attention that a permit for an accessory building at 33 Airport Boulevard was issued in error with regards to the allowable sideyard measurement. This property was not classified as a corner lot during the application of the permit therefore, the sideyard does not comply with the Town of Gander’s regulations.

Motion #17-223

Accessory Building – 33 Airport Boulevard

Moved by Councillor Parrott and seconded by Deputy Mayor Abbott that Council use its discretionary authority to approve the sideyard as it currently exists for 33 Airport Boulevard.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Councillor Parrott joined the Committee meeting.

Sign Regulations

Following the last Committee meeting, Council had recommended that the Engineering Department research other municipalities' sign regulations to determine how they handle the placement of temporary or portable signs.

The Director presented to the Committee a report that was prepared by the Town's Development and Control Inspector. It was noted that the Town of Gander is in fact one of the least restrictive for sign placement within a municipality. The Director indicated that there are areas within Town that have been designated for advertising with a permanent sign post on Town owned land for charitable or not-for profit events. The Director suggested that the Engineering Department clearly identify areas, such as the Town Square and Cenotaph, where signage would not be permitted and present them to Council for their consideration.

The Committee is in agreement with this and recommends that more information be brought forward at the next Committee meeting.

Departmental Variance Report

The Director presented to the Committee the second quarter departmental variance report. He advised that the major variance resulted from savings in the cancellation of hiring a seasonal engineering technician and overages due to a budgeting error for contractual services and fewer housing starts than was anticipated.

Overall, the Departmental Variance to June 30, 2017 was \$12,287 under budget. The Committee was pleased with this and forwards it to the Finance Committee for their review and consideration.

Warren Strong Development

The Committee reviewed correspondence from a local developer who is in the process of developing three lots on Penwell Avenue. In an attempt to establish the same set back and alignment as the neighboring properties he has requested that Council grant him a parcel of town owned land at the front of his development and also sell him a strip of land directly adjacent on the westerly side. The Committee is in agreement with disposal of this land provided an easement is retained for service infrastructure.

Motion #17-224

Warren Strong Development

Moved by Councillor Parrott and seconded by Deputy Mayor Abbott that the two parcels of land being requested, as attached in drawing # 17-1058 be added to the land bank.

In Favour: 6 Opposing: 0

Decision: Motion carried.

In addition, the developer is requesting an exemption in his development agreement to the requirement that the development have at least 10% green space. The Committee was not in agreement with this request.

Fence Request – 3 Peterson

The Director of Engineering informed the Committee that during the reconfiguration of Peterson Drive into a Cul-de-Sac, the driveway at 3 Peterson had to be extended for the completion of the roadwork and landscaping. The homeowner of 3 Peterson is now experiencing issues with people using his driveway as a thoroughfare which he is concerned will result in damage to his vehicles. The Homeowner is requesting that he be permitted to move his fence to keep it in line with his driveway to deter people from crossing his driveway and encourage them to use the walkway provided.

The Director informed the Committee that the fence, if moved, will encroach on Town owned land however, could offer the homeowner the ability to purchase this portion of land so that his fence will be solely contained on his land.

Motion #17-225

Fence Request – 3 Peterson

Moved by Councillor Parrott and seconded by Deputy Mayor Abbott that the land, better described in drawing #17-1060 be added to the land bank.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Wastewater Treatment Plant Status Report

The Director of Engineering presented to the Committee, Project Status Report #12, as attached, for the proposed new sewage treatment plant which was prepared by Colliers Project Leaders.

Magee Road/Health Concerns

The Committee discussed the concerns with the odor being emitted from the Magee Road Sewage Treatment Plant. The new 4-6 school is opening very soon and concerns were raised regarding health issues this may cause.

The Director advised the Committee that he will speak with the Director of Municipal Works and Services to ensure that operational measures continue to ensure that everything within their means, is being done to ensure the optimal operation of the Magee plant.

The Committee is recommending that the Director get in contact with professionals in the field to determine if there are any health concerns with the odors being emitted from Magee facility.

The Director of Engineering advised that there is a meeting set up between the Department of Health, Department of Environment and Town staff to put in place a monitoring program.

Councillor McBreairty left the Committee meeting.

Read Street

The Committee reviewed correspondence from Professional Grading and Contracting Ltd. requesting an extension to the start date for Read Street Upgrading.

The Director advised the Committee of the following two options:

1. Allow the requested extension to the start date providing that the contractor honours the completion date as per the signed contract agreement.
2. Request the contractor to delay the start date of the project until next spring.
3. Cancel the contract and retender it next construction season.

After discussion, the Committee is in agreement with allowing an extension to the start date providing it does not affect the completion date and would like the Director to provide written correspondence to the contractor advising him of Council's decision.

Cooper Boulevard Crosswalk

Some concerns were raised with the safety of pedestrians crossing Cooper Boulevard from the Eastgate Subdivision, especially the school kids that will be using this area more frequently with the opening of the new 4-6 school.

The Director advised that this concern is currently being addressed by the Municipal Works Committee. He also advised that infrastructure has been placed in the roadway to accommodate traffic controllers and will be considered with the future development of Eastgate and Raynham.

F. Finance & Administration:

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

The Finance & Administration Committee was held on August 31, 2017. The meeting was chaired by B. Dove, Councillor. Other members present included: C. Abbott, Deputy Mayor; G. Parrott, Councillor; G. Brown, Director of Finance.

The following items were discussed:

Correspondence – DMG Write Off of Interest Charges

Council received a letter from DMG requesting that the interest charges on their tax account for 2017 be written off. Taxes were paid in full on June 7, 2017 and there was no indication in the letter as to the rationale as to why the interest charges should be written off.

The Committee is not recommending a write off of the interest.

Property Tax Reductions

The Committee reviewed two residential tax reduction applications which were submitted in accordance with Council’s policy on tax reductions for residential property.

Motion #17-226

Property Tax Reductions

Moved by Councillor Dove and seconded by Councillor Parrott that the two property tax reductions be approved as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Cooper Blvd. Crosswalk

The Committee reviewed the recommendation from the Public Works Committee that a crosswalk be installed crossing Cooper Blvd. from the Eastgate Subdivision to Raynham Avenue.

Finance agreed that the purchase has to be made.

Motion #17-227**Cooper Blvd. Crosswalk**

Moved by Councillor Dove and seconded by Councillor Parrott that staff be authorized to install a crosswalk and associated infrastructure at the intersection of Cooper and Raynham.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Variance Report

The Variance Report for the first six months of 2017 indicates a surplus of \$74,582. Our projected accumulated deficit to the end of 2017 is approximately \$531,000.

This is the third year of the five year plan to reduce the \$2,000,000 accumulated deficit to zero and Council is almost a year ahead of its plan to eliminate this deficit.

The Committee was pleased to know that all departments are under budget on their expenditures so far in 2017.

Capital Variance Report

The Committee also reviewed the Capital Variance Report to the end of June. The report indicates that Capital expenditures are \$26,698 under budget. This is largely the result of the Town deciding to postpone construction of a salt shed at a budgeted cost of \$116,000.

G. Other Reports:

None

7. ADMINISTRATION

None

8. CORRESPONDENCE**Thank You to Firefighters**

The Town Clerk read correspondence from a citizen thanking the Firefighters who contributed in saving her from an ATV accident in October 2016. She stated that she wouldn't be alive today if it wasn't for them.

9. NEW BUSINESS

Request for Extension - 245 Baird Place

The Director advised that the company with the land option for 245 Baird Place has requested an extension to its construction deadline. The construction timetable of 24 months expired as of Saturday August 26th, 2017. He is requesting an extension in order to complete the development plan review and approval process as well as constructing the proposed building.

The proponent has been working with the Engineering Department to submit development plans as set forth in the Town of Gander Development Regulations. Also, the proponent was advised by engineering staff to contact Service NL during the early stages of site development to become familiar with their requirements.

As of August 29th, 2017, the proponent has had several interactions with the Engineering Department however; the proponent has yet to apply for a building permit. They are also required to receive approval from Service NL, which could take a minimum of three weeks. It should also be noted that Service NL approval is mandatory prior to receiving approval from the Town of Gander.

When the Town modified its Land Sale policy it increased the time line in which to construct the building from 18 months to 2 years. The applicant has had adequate time to construct the facility.

Motion #17-228

Request for Extension – 245 Baird Place

Moved by Councillor Parrott and seconded by Councillor Dove that the application for a construction extension for 245 Baird Place be rejected.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Corner Brook Pulp and Paper Limited

The Town received a development application from Corner Brook Pulp and Paper Limited for the purpose of harvesting 250 hectares of land in the location of Home Pond Road.

Motion #17-229

Corner Brook Pulp and Paper Limited

Moved by Councillor Parrott and seconded by Deputy Mayor Abbott that the application for the discretionary use for Corner Brook Pulp and Paper Limited be approved as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Contract Change Order – Bennett Drive

The Town received a contract change order #1 for Capital Works Project No.17-CWWF-17-00053. This change order was to complete additional work that is required for the completion of the project.

Motion #17-230

Contract Change Order – Bennett Drive

Moved by Councillor Dove and seconded by Councillor Parrott that the Change Order #1 for Capital Works Project #17-CWWF-17-00053 be approved as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Deputy Mayor Abbott stated that he really enjoyed the last four years working with everyone. He felt everyone was here for the right reasons and appreciated Mayor Elliott's role as well.

Mayor Elliott stated that it has been a long road and wished all the candidates the best of luck and feels the Town will continue to grow and prosper. He also thanked all current and former Councillors as well as staff over the years for their support and dedication.

10. ADJOURNMENT

Motion #17-231

Adjournment

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

In Favour: 6 Opposing: 0

Decision: Motion carried.

The meeting adjourned at 5:25pm.

C. Elliott, Mayor

G. Brown, Town Clerk