

MINUTES

Regular Meeting of Council
Wednesday, March 22, 2017 @ 4:30 pm
Council Chambers

Present:	C. Elliott	Mayor
	C. Abbott	Deputy Mayor
	G. Parrott	Councillor
	S. McBreairty	Councillor
	R. Anstey	Councillor
	W. Lorenzen	Councillor

Advisory and Resource:	D. Chafe	Chief Administrative Officer
	G. Brown	Town Clerk
	J. Blackwood	Director of Engineering
	R. Locke	Director of Development
	N. Newell	Director of Recreation & Community Services
	T. Barron	Director of Municipal Works

Regrets:	B. Dove	Councillor
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1. CALL TO ORDER

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

2. NEW YOUTH REPRESENTATIVE

The Deputy Mayor announced that Erika Fisher would be the new youth representative on Council. He welcomed Ms. Fisher to the meeting. Ms. Fisher then gave a brief synopsis of her background and interests.

3. VISITORS/PRESENTATIONS

Multiculturalism Week Proclamation

The Mayor proclaimed March 19-25, 2017 as Multiculturalism Week in the Town of Gander.

Purple Day for Epilepsy Proclamation

The Mayor proclaimed March 24, 2017 as Purple Day for Epilepsy in the Town of Gander with representation from Epilepsy Canada.

4. APPROVAL OF AGENDA

Motion #17-041

Approval of Agenda

Moved by Deputy Mayor Abbott and seconded by Councillor Parrott that the Agenda for the Regular Meeting of Council on March 22, 2017 be adopted as presented.

In Favour: 6 Opposing: 0

Decision: Motion carried.

5. MINUTES FOR APPROVAL

Motion #17-042

Minutes for Approval

Moved by Councillor Parrott and seconded by Deputy Mayor Abbott that the Minutes from the Regular Meeting of Council on March 1, 2017 be adopted as presented.

In Favour: 6 Opposing: 0

Decision: Motion carried.

6. BUSINESS ARISING FROM PREVIOUS MINUTES

None

7. REPORTS – STANDING COMMITTEES:

A. Recreation & Community Living:

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

The Recreation & Community Living meeting was held on March 13, 2017. The meeting was chaired by R. Anstey, Councillor. Other members present included: B. Dove, Councillor; C. Abbott, Deputy Mayor; G. Parrott, Councillor; N. Newell, Director of Recreation & Community Services; D. Chafe, CAO; G. Brown, Director of Finance; J. Blackwood, Director of Engineering; R. Locke, Director of Economic Development; G. Edison, Recreation Facilities Supervisor; B. Freeborn, Recreation Administrative Coordinator.

Delegation – R. Fougere and M. Cooke – Fougere Menchenton Architecture Inc.

The following items were discussed:

Delegation – Steele Community Centre Expansion

Representatives from Fougere Menchenton Architecture Inc. presented two design options for the expansion of the Steele Community Centre to the committee, council, members of management and staff. The presentation outlined three design options for the expansion: a perpendicular or parallel building connected to the current centre or a stand-alone building. All three options would be at same location as the current Steele Community Centre.

Two building schemes were presented. Scheme 1 consisted of: two levels, permanent seating for 480, removable bleachers that would accommodate another 1050 and 1440 seats on the ice surface, 5 dressing rooms, canteen services, viewing area and multi-purpose space. Scheme 2 reduces the facility to the bare essentials needed. There will be no second floor viewing area and storage areas are significantly reduced, however, there would still be 5 dressing rooms. The second scheme will be able to host a variety of athletic programs as well as conventions but the seating will be significantly reduced which will mean reduced flexibility for concerts, shows, etc.

The cost for Scheme 1 is approximately \$12.8 million and Scheme 2 is approximately \$8.4 million. There are a number of factors to consider with both options including the cost to the Town of Gander, the increased economic activity of this building to the community as well as increased ice availability. More discussion is required before Council makes their decision on what scheme they would like the consultant to continue with and provide a final report.

Councillor Anstey stated that we have to decide if we can afford anything and not simply decide between the two options.

It was the consensus of Council to have the consultants look more in depth at Scheme 1.

Delegation, Directors of Finance, Engineering, & Development, G. Edison, B. Freeborn, Councillor Parrott and Deputy Mayor Abbott left the Committee meeting.

Freedom of the City – Parade Route

The Director advised the Committee that the proposed parade route for the Freedom of the City on May 2, 2017 was received from 9 Wing. The committee has no problem with the route submitted but asks the Special Event Coordinator to work with the Municipal Police to ensure this event is safe for the members and the public.

Upcoming events

- Mar 24 – 26: Steele Hotels Female U15 Provincial Hockey Tournament
- Apr 1: Minor Hockey Initiation Jamboree
- Apr 8: Minor Hockey Novice Jamboree

B. Public Works & Services:

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

The Public Works & Services Committee was held on March 14, 2017. The meeting was chaired by R. Anstey, Councillor. Other members present included: B. Dove, Councillor; G. Parrott, Councillor; A. Quilty, Fire Chief (A); T. Barron, Director of Municipal Works; W. Jenkins, Municipal Officer In Charge; L. Small, Administrative Assistant; G. Whitt, Administrative Support Clerk.

Delegation: Mr. Frank Ireland

The following items were discussed:

Delegation-Frank Ireland

Local resident Frank Ireland addressed the Committee referencing a number of concerns he has with the curbside collection of household waste. He noted that a specific incident of a cancelled pick up service, resulting from a snow storm, prompted him to look further into the arrangement between the Town and the Central Regional Service Board. Mr. Ireland questioned a number of points within the 2012 agreement including what he sees as discrepancies between the Town's Garbage and Refuse Regulations and the lack of appropriate notification when curbside collection was cancelled.

The Committee concurs that the Agreement was appropriate at the time of its inception and reflected the concerns of Council to ensure customer service was kept at the highest standards. At that time, Central Regional Service Board was a new program that was set in motion by the Provincial Government and it was unknown the impact it would have on residents.

The Committee recommends a review of the Agreement and suggests alternative schedules are in place in the event of an unforeseen interruption of service.

Councillor Parrott joined the Committee meeting.

Equipment Rental Rates Policy MW026 – 2nd Reading

The Committee reviewed the proposed changes to the Equipment Rental Rates. The rates will now reflect the current Standing Offer for Rental of Construction Equipment.

Motion #17-043**Equipment Rental Rates Policy MW026 – 2nd Reading**

Moved by Councillor Anstey and seconded by Councillor Parrott that the modifications to Policy MW026 – Equipment Rental Rates be accepted as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Highway Traffic Act Changes-City of St. John's

The Committee reviewed correspondence sent to the Provincial Government from the City of St. John's regarding proposed changes to the regulation of taxi drivers in the Highway Traffic Act. (HTA)

The Officer in Charge assured the Committee that she would be following this item and will report any new changes that may or may not materialize as a result of the requested changes by the capital city.

Pump Station- Madera Engineering

The Director gave the Committee an overview of the Reservoir Pump Station and its components. Madera Engineering visited the site in September of 2016 to discuss the system parameters. An assessment of current components to determine if upgrades or replacements are required is needed. This assessment will also provide estimated requirements to accommodate future demands, projected remaining life of existing components, replacement costs, and the capacity of current generator and electrical systems for possible upgrades.

The Director recommends **Madera Engineering** provide a Preliminary Assessment at the cost of \$12,500.00, not including HST. The Director advised the Committee funds were in place for this Assessment.

The Committee recommends Madera Engineering provide the Preliminary Assessment as described in the attached proposal. This item is now forwarded to the Finance and Administration Committee for consideration.

Standing OffersSO17-03 Equipment Rental Rates

The Committee reviewed the results of the Standing Offer for Equipment Rentals, as attached.

The Committee refers this item to the Finance and Administration Committee for its consideration.

SO17- 05 Topsoil (Approximately 300 yards)

The Committee reviewed the results of the Standing Offer for the supply and delivery of approximately 300 yards of topsoil.

Two bids were received and the Director advises that the lowest of the Standing Offers that met specifications was submitted by H. Wareham & Sons Ltd for a total of \$ 17.77 per cubic yard, HST included.

The Committee recommends that the Standing Offers be accepted and refers them to the Finance Committee for its consideration.

SO17-06 Class A Material

The Committee reviewed the results of the Standing Offer for the Supply and delivery of Class A Material. Three bids were received and the Director advised the lowest of the Standing Offers that met specifications was submitted by **H. Wareham's & Sons Ltd** in the amount \$ 19.54 per cubic meter , HST included.

The Committee recommends the Standing Offers be accepted and refers them to the Finance and Administration Committee for consideration.

SO17-08 Soda Ash, 100 kg bags

The Committee reviewed the results of the Standing Offer for the supply and delivery of 1000 kg bags of Soda Ash. Six bids were received and the Director advises that the lowest of the Standing Offers that met specifications was submitted by **Thames River Chemical** in the amount of \$ 987.85, HST included.

The Committee recommends that the Standing Offers be accepted and refers them to the Finance Committee for its consideration.

SO17-09 Sand & Anthracite

The Committee reviewed the results of the Standing Offer for the Supply & Delivery of Sand and Anthracite. Four bids were received and the Director advised the lowest of the Standing Offers that met specifications, was submitted by **Emco Corporation-Waterworks** in the amount \$625.30 (per 1360.75 kg sac), HST included.

The Committee recommends that the Standing Offers be accepted and refers them to the Finance and Administration Committee for consideration.

Taxi Fares –Review Request

The Committee reviewed a request from a prospective taxi business owner suggesting that Council consider changing the taxi rates back to a meter based system as opposed to the current flat rate system. The Committee engaged in a lengthy discussion on the pros and cons of the two options and has agreed to investigate further before any recommendation is put to Council.

Tender for Pumper 2

The Fire Inspector advised the Committee that the old International Pumper 2 should now go up for Public Tender and he will advise the procurement officer on a minimum price expected for this vehicle.

Rescue 1 Truck- Donation

The Fire Inspector advised the Committee that Gander Fire Rescue has checked with Fire and Emergency Services on the communities most in need of vehicles and they would like to see the old Rescue 1 vehicle donated to the Town of Hermitage.

This vehicle was purchased solely and commissioned by Gander Fire Rescue Volunteers through numerous fundraising events.

The Committee recommends e that the Rescue 1 vehicle be donated to the Town of Hermitage Volunteer Fire Department. This item is now referred to the Finance Committee for its consideration.

Fire Alarm System, Signal and Monitoring Regulations

The Committee reviewed proposed changes to the Fire Alarm System, Signal, and Monitoring Regulations as per the attached document.

The changes are not operational but merely name, date and text improvements to bring the document in line with current regulation formats.

Motion #17-044

Fire Alarm System, Signal and Monitoring Regulations

Moved by Councillor Anstey and seconded by Councillor Parrott that the Fire Alarm System, Signal, and Monitoring Regulations be approved as presented.

In Favour: 6 Opposing: 0

Decision: Motion carried.

C. Development, Tourism & Culture Committee:

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

The Development, Tourism & Culture Committee was held on March 14, 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:

Physician Recruitment

The Director informed the Committee that a letter has been sent out to Doctors that have expressed interest in becoming involved in physician recruitment and retention efforts.

At this point, staff is awaiting reply in an effort to coordinate an initial meeting to discuss issues and concerns in relation to recruiting and retaining Doctors in the community.

Update – Tourism Opportunity Sessions

The Director informed the Committee of the on-going efforts to coordinate Tourism Opportunity Sessions to define the Town of Gander’s role in the local Tourism Sector.

To this point, staff has been working closely with the Planning Committee to coordinate 2 sessions, one for non-profit stakeholders and organizations and one for the private sector.

The tentative dates for these sessions have been set for May 9th and 10th, 9:00am-12:00pm at the Albatross Hotel.

More information will be made available as it is confirmed.

D. Governance & Community Engagement:

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

The Governance & Community Engagement Committee meeting was held on March 14, 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:

Regional Meeting

In 2016, this Committee proposed a meeting of regional municipal leaders to identify and explore opportunities for regional cooperation. Feedback from our neighboring communities was positive and staff began planning the meeting for this coming spring.

The Committee now understands that the provincial government intends to hold a similar series in the near future and feels that moving forward with our plans may result in a duplication of work and expense. The Committee believes it would best to wait until we receive more information regarding the provincial regional governance sessions before proceeding further with the planning of our own workshop.

Gander and Area Chamber of Commerce

The Gander and Area Chamber of Commerce held its annual general meeting on March 1st at which time the 2017 Board of Directors was announced. The new Board of eleven will be chaired by Ms. Debby Yannakidis and includes six new members; Mike Ball - Business Development Bank of Canada, Steve Bishop – Gander Bread Box, Paula Gillingham – Kittiwake Floor Coverings, Sean Pittman – Easton Hillier Lawrence Innes Law Office, Wanda Pittman - Econo Malls and Kirk White – Washed Ashore Antiques and Coffee Bar. Council would like to congratulate the Chamber on the appointments of its new Board and looks forward to a positive and productive relationship.

Councillor Anstey left the Council meeting.

E. Engineering, Planning & Controls:

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

The Engineering, Planning & Controls Committee meeting was held on March 15, 2017. The meeting was chaired by G. Parrott, Councillor. Other members present included: C. Abbott, Deputy Mayor; J. Blackwood, Director of Engineering; J. Hillier, Administrative Assistant.

The following items were discussed:

Design Standards for Streets and Subdivisions – Revisions, 2nd Reading

The Director of Engineering presents the revisions to the Town of Gander's *Design Standards for Streets and Subdivisions* for its second and final reading. He advised the Committee that a copy of the proposed changes have been distributed to local developers and design firms requesting their input.

One concern was raised by a local developer regarding the proposed changes to the Open Space and Neighbourhood Parks for new developments and subdivisions. The Director informed the Committee that Engineering staff had recently met with the developer to discuss these concerns. The developer advised that his firm had just completed a design for the next stage of development in the Eastgate Subdivision and completed this design prior to receiving a copy of the proposed changes from the Town of Gander. They're concerned that they would have to retract and complete a brand new design, therefore are going to make a formal request to Council for an exemption to the newly proposed Design Standards until their next phase of development. The Committee will make a recommendation to Council once the formal request has been brought forward.

The Committee is in agreement with the proposed changes.

Motion #17-045

Design Standards for Streets and Subdivisions – Revisions, 2nd Reading

Moved by Councillor Parrott and seconded by Deputy Mayor Abbott that revisions to the Town of Gander's *Design Standards for Streets and Subdivisions* be approved as attached.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Digital Data Request

The Committee reviewed a request from Red Indian Surveys regarding interest in receiving a copy of the Town of Gander's aerial photography. They indicated that this aerial photography would be used for their internal purposes only and would be kept in-house and not distributed.

The Committee also reviewed a request from Stantec Consulting and the Gander International Airport Authority who are working together on a design project for land under control of the Authority. They had indicated that the data would be of great benefit to their project and would like to move forward as soon as possible with the data transfer.

The Director of Engineering advised the Committee that the Town of Gander engaged a private company to have aerial photography carried out to provide a higher level of imagery which has been uploaded into the GIS as a background image. The Director also advised that the Town will provide and release copies of the digital data to companies that are working on behalf of the Town, providing they sign an agreement for the use of the digital data.

The Committee discussed possible concerns with expanding the release of the data but felt the benefits outweighed the concerns and that these could be mitigated with the signing of an agreement by each interested party. The Committee felt that this data could be used as a tool to assist design and marketing firms in their efforts to generate economic activity within the Town.

The Director informed the Committee that the existing digital data agreement document will have to be revised, granting the ability to distribute this data, at the discretion of Council, to those who make a request.

Motion #17-046
Digital Data Request

Moved by Councillor Parrott and seconded by Deputy Mayor Abbott approval for the release of digital data to Red Indian Surveys, Stantec Consulting and GIAA as per their request.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Councillor Lorenzen questioned if the Committee had considered charging for the data. The Committee did but felt that it would be of benefit to the Town to give it to these companies.

Subdivision Landscape Regulations

The Committee reviewed correspondence from the Civic Enhancement Committee indicating that they would like to see an increased level of effort placed into landscaping at the entrances of subdivisions.

The Director advised the Committee that the Engineering Department is currently collecting information regarding landscape regulations from other municipalities, and will bring that information forward to the next Engineering Committee meeting for discussion.

F. Finance & Administration:

The Finance and Administration Committee report was presented by Deputy Mayor Abbott.

The Finance & Administration Committee was held on March 16, 2017. The meeting was chaired by B. Dove, Councillor. Other members present included: G. Parrott, Councillor; C. Abbott, Deputy Mayor; G. Brown, Director of Finance.

The following items were discussed:

Invoices for Approval

OPERATING

- | | |
|--|-----------|
| 1. Workplace Health Safety Compensation
2017 premiums less prime practice refund
Various Accounts | 98,844.99 |
| 2. Central Newfoundland Waste Management
00-430-1000-7007 total tipping fees February
Budget 362,000 Spent to date 30,353 | 24,023.04 |
| 3. Central Newfoundland Waste Management
00-430-1000-7008 curbside collection February
Budget 320,000 Spent to date 26,353 | 26,353.41 |

Total operating invoices for approval \$149,221.54

The Director of Finance advised that the invoices met the policies of the Town of Gander.

Motion #17-047

Invoices for Approval

Moved by Deputy Mayor Abbott and seconded by Councillor Parrott that the invoices be paid as presented.

In Favour: 5 Opposing: 0

Decision: Motion carried.

New Municipal Infrastructure Program

The Committee reviewed a Press Release from the Provincial Government regarding the new Municipal Infrastructure Program. It indicated there will be \$100,000,000 available over the next three years directly from the Province along with a further \$60,000,000 through the Federal Small Communities Fund.

The change that will most impact the Town of Gander is the change to the ratio of payments. Currently, the Province pays 70% of all costs on approved Capital projects while the Town pays 30%. In the new formula the ratio stays the same for water and wastewater projects. It goes to 60/40 for fire vehicles and equipment, as well as recreational projects and buildings and most importantly it goes to 50/50 for roads and other requests. The majority of the Town's Multi-Year funding is traditionally spent on roads projects.

The 50/50 funding breakdown means that the Town will only be able to carry out 60% of the roads projects that it previously could do with its budgeted funding.

The Town is still waiting to hear how much the Town will receive under the next Multi-Year funding from the Province.

Motion #17-048
New Municipal Infrastructure Program

Moved by Deputy Mayor Abbott and seconded by Councillor Parrott that the Town write the Minister of Municipal Affairs indicating our unhappiness with the change to the funding formula and outline the impact it will have on our Capital projects going forward.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Outstanding Fines

The Committee reviewed the recommendation from the Public Works and Services Committee regarding outstanding fines. It agrees that the fines owing prior to 2007 be written off as there is no hope of collecting them at this point.

Motion #17-049
Outstanding Fines

Moved by Deputy Mayor Abbott and seconded by Councillor Parrott that the Town write the Province asking that all traffic fines dated from 1987 to 2007 be written off.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Donation of Rescue 1 Fire Truck

The Committee reviewed the recommendation from the Public Works and Safety Committee that the Rescue 1 Truck be donated to the Town of Hermitage. As we had gone through the Public Tender process to sell this vehicle and there were no bids, the Committee agreed with the recommendation.

Motion #17-050

Donation of Rescue 1 Fire Truck

Moved by Deputy Mayor Abbott and seconded by Councillor Parrott that the Rescue 1 fire vehicle be donated to the Town of Hermitage.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Standing Offer – Topsoil

The Committee reviewed the Standing Offer for Topsoil for which two bids were received.

Motion #17-051

Standing Offer - Topsoil

Moved by Deputy Mayor Abbott and seconded by Councillor McBreairty that the Standing Offer for Topsoil pricing be accepted as attached.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Standing Offer – Class A Material

The Committee reviewed the Standing Offer for Class A Material for which three bids were received.

Motion #17-052

Standing Offer – Class A Material

Moved by Deputy Mayor Abbott and seconded by Councillor Lorenzen that the Standing Offer for Class A Material pricing be accepted as attached.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Standing Offer – Soda Ash

The Committee reviewed the Standing Offer for Soda Ash for which six bids were received.

Motion #17-053

Standing Offer – Soda Ash

Moved by Deputy Mayor Abbott and seconded by Councillor McBreairty that the Standing Offer for Soda Ash pricing be accepted as attached.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Standing Offer – Sand and Anthracite

The Committee reviewed the Standing Offer for Sand and Anthracite for which four bids were received.

Motion #17-054

Standing Offer – Sand and Anthracite

Moved by Deputy Mayor Abbott and seconded by Councillor Lorenzen that the Standing Offer for Sand and Anthracite pricing be accepted as attached.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Standing Offer – Equipment Rentals

The Committee reviewed the Standing Offer for Equipment Rentals.

Motion #17-055

Standing Offer – Equipment Rentals

Moved by Deputy Mayor Abbott and seconded by Councillor Lorenzen that the Standing Offer for Equipment Rentals pricing be accepted as attached.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Engineering for Pumphouse Pumping Station Engineering Services, Maderra Engineering

The Committee reviewed the recommendation from the Public Works and Services Committee that the Town award the contract for preliminary assessment of the pumping station to Maderra Engineering at a cost of \$12,500 plus HST. The Committee agrees with the recommendation that was given by Public Works.

Motion #17-056 Engineering for Pumphouse Pumping Station Engineering Services, Maderra Engineering

Moved by Deputy Mayor Abbott and seconded by Councillor Parrott that the Town hire Maderra Engineering to provide a preliminary assessment of the pumping station at a cost of \$12,500 plus HST.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Delegation – 99 Sullivan Avenue

The owner of 99 Sullivan Avenue joined the meeting to discuss some concerns he had. His primary concern is the Town's expropriation of a piece of his property which juts into the Service Road at the back of the Gander Academy.

Discussions on the negotiated agreement broke down last year and Council decided to go ahead with the expropriation. The owner is asking the Town to have a second look at this.

He feels that there are other options available such as allowing him to acquire a bit more land at the back of his property. Another option he did mention was the Town moving the road to the left of his property; however, he did indicate it may be somewhat problematic as there is a fire hydrant and transmission pole in the way. The third option would be for the Town to purchase his lot.

Staff is directed to review the proposals made by the resident and bring forward for a recommendation at the next Finance meeting.

The Mayor had concerns that it took so long and feels we have already looked at all his issues.

8. ADMINISTRATION

None

9. CORRESPONDENCE

None

10. NEW BUSINESS

Airport Board Nomination

Council is the nominator for three positions on the Gander International Airport Authority's Board of Directors. Current appointees are Des Dillon, Geraldine Blundon and Melvin Thorne. Mrs. Blundon's term is set to expire on April 15th. Council is now required to submit a nominee. There are five candidates, Geraldine Blundon, Rod French, Gene Hedges, Jake Turner and Bruce Terris. Council reviewed and discussed the qualifications of each candidate and is recommending Gene Hedges as the Town's nominee.

Motion #17-057

Airport Board Nomination

Moved by Deputy Mayor Abbott and seconded by Councillor Parrott that Gene Hedges be appointed to the Gander International Airport Authority Board.

In Favour: 4 Opposing: 1 – Councillor Lorenzen

Decision: Motion carried.

Council would like to thank Geraldine Blundon for her dedication and service over the past three years.

Tender – Mail Processing System

Tenders were called for the Mail Processing System for which three bids were received. The lowest bid that met the specifications was from Pitney Bowes of Canada Ltd.

Motion #17-058

Tender – Mail Processing System

Moved by Councillor Parrott and seconded by Councillor McBreairty that the tender for the Mail Processing System be awarded to Pitney Bowes of Canada Ltd. at a price of \$3,975.70 HST inclusive.

In Favour: 5 Opposing: 0

Decision: Motion carried.

11. ADJOURNMENT

Motion #17-059

Adjournment

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

In Favour: 5 Opposing: 0

Decision: Motion carried.

The meeting adjourned at 5:35pm.

C. Elliott, Mayor

G. Brown, Town Clerk