

MINUTES

Regular Meeting of Council
Wednesday, April 10, 2019 @ 4:30 pm
Council Chambers

Present:	P. Farwell	Mayor
	T. Pollett	Deputy Mayor
	R. Anstey	Councillor
	G. Brown	Councillor
	B. Dove	Councillor
	O. Fudge	Councillor
	P. Woodford	Councillor

Advisory and Resource:	D. Chafe	CAO
	G. Brown	Town Clerk
	J. Blackwood	Director of Engineering
	B. Freeborn	Director of Recreation & Community Services (A)
	T. Barron	Director of Municipal Works
	H. Lowe	Fire Chief
	R. Locke	Development Director
	K. White	Information and Communications Coordinator
	E. Fisher	Youth Representative

1. CALL TO ORDER

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

2. VISITORS/PRESENTATIONS

Miles for Smiles Proclamation

The Mayor proclaimed April 2019 as Child Abuse Prevention Month in the Town of Gander.

National Organ and Tissue Donor Awareness Week Proclamation

The Mayor proclaimed April 21 – 27, 2019 as Organ and Tissue Donor Awareness Week in the Town of Gander.

Talk with Our Kids About Money Day Proclamation

The Mayor proclaimed April 17, 2019 as Talk with Our Kids About Money Day in the Town of Gander.

Canadian Cancer Society Proclamation

The Mayor proclaimed April as the Daffodil Campaign in the Town of Gander.

3. APPROVAL OF AGENDA

Motion #19-066

Approval of Agenda

Moved by Councillor Brown and seconded by Deputy Mayor Pollett that the Agenda for the Regular Meeting of Council on April 10, 2019 be adopted as amended.

In Favour: 7 Opposing: 0

Decision: Motion carried.

4. MINUTES FOR APPROVAL

Motion #19-067

Regular Minutes for Approval

Moved by Councillor Woodford and seconded by Councillor Fudge that the Minutes from the Regular Meeting of Council on March 20, 2019 be adopted as presented.

In Favour: 7 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 Deputy Mayor Pollett.

The Recreation & Community Living meeting was held on April 1, 2019. The meeting was chaired by T. Pollett, Deputy Mayor. Other members present included: B. Dove, Councillor; O. Fudge, Councillor; G. Brown, Councillor; B. Freeborn, Director of Recreation & Community Services (A); K. Sceviour, Special Events Coordinator.

The following items were discussed:

Ride for Sight Memorandum of Understanding

The Committee reviewed the final draft of the Memorandum of Understanding between the Gander Partners (Steele Hotels, Town of Gander and Comfort Inn) and the Foundation Fighting Blindness for the 2019-2022 Ride for Sight.

When signed, this agreement allows the Gander Partners to organize the 2019-2022 Ride for Sight with funds being provided by the Foundation Fighting Blindness. It is similar to the MOU signed in 2018; however, it also merges an agreement signed by Destination Gander in 2016.

The Town of Gander is excited to partner with Steele Hotels and the Comfort Inn to keep this event in Gander for the next four years.

Healthy Eating Policy

Eat Great and Participate has been promoting healthy eating to children, youth and working to increase access to healthy food and beverage choices in recreation, sport and community facilities and at events in the province. They have been forming partnerships with town councils, arenas, community groups and others from across the province to explore new and creative ways to promote healthy eating. The representative from Eat Great and Participate would like to meet with members of Council to discuss the Town of Gander adopting a healthy eating policy. This policy would make healthy food and beverage options available in recreation buildings and events in the Town of Gander.

The Committee asked that a meeting be arranged with the representative from Eat Great and Participate.

Steele Community Centre Parking Lot

There were some concerns expressed with the water buildup in the Steele Community Centre parking lot especially in the handicap parking area. The Municipal Works Department installed a catch basin a few year ago but since then the frost has caused the same issue. The Director will contact the Municipal Works Department to ask them to provide a solution to this problem.

Summer Ball Hockey Expression of Interest

One expression of interest was received to run the 2019 Summer Ball Hockey Camp at the Steele Community Centre. The expression of interest met the requirements; therefore, the Committee is recommending accepting the proposal and asked the Department to work with the proponent to finalize the dates and the contract.

Motion #19-068**Summer Ball Hockey Expression of Interest**

Moved by Deputy Mayor Pollett and seconded by Councillor Anstey that the 2019 Summer Ball Hockey camp be awarded to Gander Flyers Hockey School.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Volunteer Recognition

The Town of Gander and the Community Sector Council of Newfoundland and Labrador are hosting a reception celebrating volunteer week at the Quality Hotel and Suites on Sunday, April 14th @ 7pm. This is open to volunteers, people who work with volunteers, and those who would like to celebrate the work of community organizations. There is no charge to attend and there will be entertainment, refreshments, opportunities to network and prizes.

A 'share table' will be set up for organizations to display materials.

Space is limited. Contact Bettina @ 651-1140 in advance to reserve a seat.

Upcoming events

- a) April 11: Seniors Wellness Event
- b) April 13: Silver Jets Ice Show
- c) April 22-24: Steele Hotels PeeWee Mega Provincial Hockey Tournament
- d) April 25-27: Steele Hotels Bantam B Provincial Hockey Tournament

B. Public Safety & Protective Services Committee:

The Public Safety & Protective Services Committee report was presented by Councillor Woodford.

The Public Safety & Protective Services Committee was held on April 2, 2019. The meeting was chaired by T. Pollett, Deputy Mayor. Other members present included: B. Dove, Councillor; G. Brown, Councillor; O. Fudge, Councillor; H. Lowe, Fire Chief/Director of Public Safety & Protective Services; L. Small, Administrative Assistant.

The following items were discussed:

Feral Cats, Trap, Neuter & Return Program (TNR)

In February of this year a resident had requested assistance from the town in the form of exemption from the “no roaming” by-law if the cats were trapped and marked. Another suggestion was to conduct a trial run of a smaller version of the Trap-Neuter-Return program. (TNR).

The Fire Chief was asked to provide information on the TNR program and after reviewing the information provided from a local veterinarian, the SPCA and PETA. All indications are that these programs do not always work and can be quite costly to operate long term due to environmental issues, proper vet care and housing etc.

The Committee is not prepared to change the “no roaming” bylaw or begin a TNR program and the resident will be contacted and advised of this decision.

Needle Disposal Units

The Fire Chief gave an update on the installation of needle disposal units which have been installed; one unit has been placed in the open space area between Heath Crescent and Bennett Drive and the second location is yet to be determined. Further information will be forthcoming this week.

C. Public Works & Services Committee:

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

The Public Works & Services Committee meeting was held on April 3, 2019. The meeting was chaired by O. Fudge, Councillor. Other members present included: G. Brown, Councillor; T. Pollett, Deputy Mayor; T. Barron, Director of Municipal Works & Services; G. Whitt, Administrative Support Clerk.

The following items were discussed:

Notice to Public - Potholes

The Committee discussed the idea of issuing a Notice to Public regarding the emergence of potholes during the spring thaw. Potholes are formed by the expansion and contraction of water that has seeped below the surface of the road. This is an uncontrollable occurrence during spring thaw and residents are advised to exercise caution when approaching potholes.

The Committee agreed to issue a notice informing residents that Council is aware of the issue with potholes throughout Town and understands their frustration. Crews are working diligently to repair potholes while maintaining the day to day operations of the Public Works Department.

TD Tree Days

The Committee reviewed an Information Pamphlet about TD Friends of the Environment Foundation. TD's Tree Days Program provides communities with funding to promote the natural environment. Healthy forests and urban canopies play important roles in maintaining a healthy planet.

Approximately \$2,550.00 of funding is available for the purchase of trees and shrubs, and all work will be completed by volunteers. It was suggested the green space area across from Cobham Street would be a great location to develop under this program.

The Committee suggests the Town apply for funding under the TD Tree Days Program and recommends the Supervisor of Public Works begin the application process.

D. Development, Tourism & Culture Committee:

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

The Development, Tourism & Culture Committee meeting was held on April 3, 2019. The meeting was chaired by G. Brown, Councillor. Other members present included: T. Pollett, Deputy Mayor; R. Anstey, Councillor; O. Fudge, Councillor; R. Locke, Development Director; B. Williams, Tourism Development Officer.

The following items were discussed:

Action Plan for Painting of Traffic Control Boxes

During the last Committee meeting, the Committee decided that the most effective option to move forward with this project is for selected artists to paint directly onto the traffic control boxes and then apply a clear protective coating.

As a local artist originally approached the Committee with an interest to paint a traffic control box and has completed some cost estimates, the Committee has reserved one box for this artist. This will be a pilot box to be used to gain a sense of the actual painting process, usage of materials and preparation required, as a "dry run" before painting the remaining six boxes.

Notifications for artists design submissions will be posted through the various Town of Gander social media platforms and advertised in the Central Voice.

The Committee also asked that the Public Works department follow up with the City of St. John's to obtain additional information regarding preparation, on site safety and final sealing of artworks.

HBB application-40 Grandy Avenue

The Committee reviewed an application from the resident of 40 Grandy Avenue.

WHEREAS an application has been received from "Newfoundland Dog Company" to operate a home-based office for an online and event-based tourism product sales business.

AND WHEREAS the advertising and discretionary use notices were posted with no formal objections received by the deadline date of March 20th, 2019 and it meets all of the Town of Gander's Development Regulations.

Motion #19-069

HBB Application – 40 Grandy Avenue

Moved by Councillor Brown and seconded by Councillor Dove that "Newfoundland Dog Company" be permitted to operate a home-based office for an online and event-based tourism product sales business from 40 Grandy Avenue.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Chamber of Commerce-2019 Board of Directors

The Committee reviewed a news release issued by the Gander & Area Chamber of Commerce announcing their newly elected Board of Directors. The Committee would like to extend congratulations to the 2019 Board.

The Committee is looking forward to working with the new board and maintaining a positive and productive working relationship.

The Committee has asked staff to prepare a congratulatory letter to the 2019 Gander & Area Chamber of Commerce Board of Directors.

Come From Away

Come From Away were nominated for 9 Olivier awards in England and were the winner of four of them. Councillor Brown congratulated them on this.

E. Engineering, Planning & Controls:

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

The Engineering, Planning & Controls Committee meeting was held on April 4, 2019. The meeting was chaired by O. Fudge, Councillor. Other members present included: T. Pollett, Deputy Mayor; G. Brown, Councillor; J. Blackwood, Director of Engineering; J. Hillier, Administrative Assistant.

The following items were discussed:

Delegation

The Committee met with the homeowner of 41 Cochran Street to discuss his concerns with stormwater at the rear of his property. The resident showed the committee several photos which indicated standing water up to and exceeding the elevation of his accessory building floor. Over the past few rainfall events, the resident indicated that he had to go out countless times and clear the catch basin and storm swale from snow and ice to facilitate proper drainage. He showed the Committee a picture of a crack that recently formed in his accessory building foundation from what he felt was as a direct result of the standing water which had penetrated the underside of the concrete slab. He has concerns that if nothing is done to rectify this problem, his property will flood and cause major damage to his property. The resident suggests that another catch basin be installed in the area to mitigate any future drainage issues.

The Director advised that the developers of Eastgate have installed drainage ditches to prevent water from the cleared but undeveloped land from entering into this smaller developed catchment which was not designed to handle the flows that it has been experiencing. He also advised that once the Town of Gander approves the grading plan for each residential lot for occupancy, residents may take it upon themselves, unbeknownst to the Town, to change the grading and backfill their property not realizing the impact it will have on such occurrences as this. He advised that once the frost is out of the ground, he will have Town staff do grading inspections around this area to ensure it meets the approved plans. Also, he informed the resident that before the onset of a forecasted heavy rainfall or severe mild weather, the Public Works Department send crews around town to check all culverts and catch basins to ensure they are free of debris and blockages.

The Committee sympathized with the resident and thanked him for bringing this to their attention. They also advised that the town does recognize that this is a problem and are willing to help find a solution to mitigate occurrences like this in the future.

Central Residential Services Board

Following the latest open house for the Municipal Plan Review, the Committee reviewed correspondence from the Central Residential Services Board indicating their disappointment with Council's proposed new Town Plan. Through written and verbal correspondence, they have requested that Council re-define the Family and Group Home classification to Co-operative Apartments and treat them as individuals' homes. They have also requested the removal for any requirement of a discretionary use application. They feel that the proposed plan does not respect the rights of individuals with disabilities and that the plan presents regulatory barriers to community living.

The Director advised that Municipal Town Plans are based on Provincial legislation which is standard across the province and does not focus on individual occupants. It does focus on land use zoning regardless of the applicant and regardless of any disabilities they may have.

It must be pointed out that the current Town of Gander Municipal Plan and Development Regulations does permit their request as a discretionary use in this zone. However, the group does not wish to make a formal application because they prefer not to have the use advertised, as is required by law for all approvals under the "Discretionary Powers of Authority".

The Committee discussed the Charter of Human Rights and if the Town is in contravention or violation in any way by requiring public notification of any discretionary use within the Town plan. It was recommended that this be forwarded to the Town's Solicitor for further review and clarification and response to the applicant.

41 Yeager Street

The Director advised the Committee that following the last Engineering Committee meeting, he has been in contact with the resident of 41 Yeager Street to discuss his concerns regarding potential flooding on his property.

The Director also advised that after review of the area and the infrastructure currently in place, relating to stormwater drainage there may be options that could provide a better opportunity for runoff and mitigate the possibility of flooding. He also suggested a grading inspection be carried out in the spring to ensure that the current field conditions meet the approved grading plan for that location.

The Committee agrees and would like the Director to provide cost estimates for infrastructure upgrades and present this at a future Engineering Committee meeting once field conditions allow further investigation.

Eastgate – Overall Concept

The Director presented to the Committee an overall conceptual layout for Eastgate Subdivision that was submitted by Cecon Development Corporation. This Drawing indicates future streets and roadways, residential lots, as well as, areas designated as green space and open space recreation, including neighborhood parks.

The Director advised that it meets all the minimum requirements according to the Town of Gander’s Design Standards for Streets and Subdivisions. He also advised that as each future phase of development is submitted for approval, the conceptual plan will be crossed referenced to ensure nothing has deterred from the original approved design.

After review and discussion, the Committee agrees with the conceptual design as presented.

Motion #19-070

Eastgate – Overall Concept

Moved by Councillor Anstey and seconded by Councillor Brown approval of the overall Eastgate Subdivision Plan, as attached.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Councillor Woodford asked what is considered greenspace in the development and wants to know if they will be required to plant trees on seed for grass. He would like to see a more definitive specification for greenspace.

Design-Build Developments

The Director presented to the Committee, a proposal prepared by DMG Consulting, on behalf of their client, McCurdy Enterprises for future residential developments to be carried out through the design build delivery method. The Director advised that the proposal as presented would not facilitate plan review or resident inspection to be carried out by the Town and would be the responsibility of the Design-Build team.

The Director researched design-build residential services in other municipalities and has yet to find examples to reference however, he indicated that he will continue to investigate and provide further information to Council.

After much discussion, the Committee is not prepared to entertain the proposal as presented at this time, however, would like the Director to further look into other municipalities for examples of this type of delivery method and provide this information in a future Engineering Committee meeting.

Gander Academy Reconstruction

The Director presented to the Committee, an overview of the conceptual design and layout for the reconstruction of Gander Academy that has been submitted by the Department of Transportation and Works. The Director advised that the Engineering Department is in the process of reviewing the plans and will meet with the Department of Transportation and Works, as well as, the design team for the project to discuss the plans in more detail.

St. Martin's Cathedral Request – 132 Airport Boulevard

Notice is hereby given that the Town Council of Gander has received an application from St. Martin's Cathedral to utilize the above noted address as a hostel for families of patients at the local hospital.

It is noted that this area is zoned Commercial Downtown and Collective Residential is permitted as a Discretionary Use under the Town of Gander Development Regulations.

One objection was received. The Committee will review the objection at its next meeting before making a recommendation.

Building Statistics

The Director presented, to the Committee, the most recent Building Statistics for January 1 to March 31, 2019 which indicate that the number of commercial permits have doubled from 6 to 12 (\$23,000 to \$327,000) while the number of residential permits have slightly decreased from 10 to 6 (\$509,425 to \$599,775) for the same reporting period last year. He also indicated that construction is anticipated to start early Spring. The Committee was pleased with this and looks forward to another prosperous construction season.

Sign Regulations

The Director advised the Committee that the Director of Economic Development had sent correspondence to the Chamber of Commerce requesting input from their members on the Town of Gander's sign regulation and whether changes were required. One reply was received.

The Director also advised that at the most recent management meeting, management reviewed the document and agreed that the current regulation meets the needs of the community and requested it be brought forward to the Engineering, Planning, and Controls Committee meeting for their review and consideration.

The Director advised that over the years, there has been many revisions to the regulation to accommodate the needs of the community and the Engineering Department does not recommend any changes.

After discussion, the Committee does not recommend any changes to the sign regulations at this time.

F. Finance & Administration:

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

The Finance & Administration Committee meeting was held on April 4, 2019. The meeting was chaired by B. Dove, Councillor. Other members present included: G. Brown, Councillor; O. Fudge, Councillor; T. Pollett, Deputy Mayor; G. Brown, Director of Finance.

The following items were discussed:

Unpaid Leave of Absence Policy

The Town of Gander has an Unpaid Leave of Absence Policy on the books. It has not, however, granted unpaid leave for several years. Council had a concern when employment in Alberta was at its peak that would lose some of its technical people if the Policy was left in place.

Motion #19-071

Unpaid Leave of Absence Policy

Moved by Councillor Dove and seconded by Councillor Fudge that the Unpaid Leave of Absence Policy be rescinded.

Mayor Farwell disagreed with the Motion. He felt staff should still have the option depending on the circumstances. The Motion was withdrawn and the Committee will reconsider.

Deferred Salary Early Retirement Program

Council currently has a Deferred Salary Early Retirement Program available for staff who are reaching retirement age. Under the Plan, you could bank 25% of your salary in each of the last three years of employment and then get paid those funds in Year 4 without having to come to work.

This was adopted as a means of assisting staff with their transition from work to retirement. Staff have since investigated the Plan and because of Revenue Canada restrictions, it makes it unusable as structured. Accordingly, the Deferred Salary Early Retirement Program is not workable.

Motion #19-072

Deferred Salary Early Retirement Program

Moved by Councillor Dove and seconded by Councillor Brown the Deferred Salary Early Retirement Program be rescinded.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Council would like to explore other options to help staff approaching retirement.

Evangel Pentecostal Church re: 57 Elizabeth Drive

The Evangel Pentecostal Church has constructed one low income seniors affordable housing unit and is in the process of constructing another.

At the last meeting, a tax exemption was approved for the property at 55 Elizabeth Drive. Council also needs to pass a motion to provide the same exemption for the property at 57 Elizabeth Drive in accordance with its policy.

Motion #19-073

Evangel Pentecostal Church re: 57 Elizabeth Drive

Moved by Councillor Dove and seconded by Councillor Fudge the Evangel Pentecostal Church property located at 57 Elizabeth Drive be exempt from water and sewer taxation and property tax for 2019.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Girl Guides of Canada

The Committee reviewed a letter from the Girl Guides of Canada. They are looking for the Town to exempt them from the water and sewer tax on their property. They are currently exempt from the property tax portion of the bill, however, have to pay water and sewer tax.

The Committee discussed the request but does not feel an exemption can be granted in this matter. They are being treated the same as other non-profit and charitable organizations in the Town and the Committee does not see a rationale as to why they should be exempt.

Tender – Land Sale 1 Edinburgh Avenue

The Committee reviewed the tender results for the Sale of Land adjacent to 1 Edinburgh Avenue. One bid was received from Jason Snook.

Motion #19-074

Tender – Land Sale 1 Edinburgh Avenue

Moved by Councillor Dove and seconded by Councillor Anstey that the tender for the Sale of Land adjacent to 1 Edinburgh Avenue be awarded to Jason Snook at a price of \$920.00 HST inclusive.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Property Tax Reductions

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

Motion #19-075

Property Tax Reductions

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

In Favour: 7 Opposing: 0

Decision: Motion carried.

Communications Plan

Staff have developed a Communications Plan for the organization. It will provide a framework to allow the Town of Gander to enhance its two-way communication improve stakeholder relationships and encourages public participation in the municipal process.

Council’s main goals is to improve the Town of Gander’s communications both internal and external and this plan will help in doing so.

Motion #19-076**Communications Plan**

Moved by Councillor Dove and seconded by Deputy Mayor Pollett approval of the Communications Plan as attached.

In Favour: 7 Opposing: 0

Decision: Motion carried.

G. Other Reports:

None

7. ADMINISTRATION

None

8. CORRESPONDENCE

None

9. NEW BUSINESS**Tender #19-09 Renovations to Steele Centre Washrooms**

The Town is carrying out several projects this year to upgrade the facilities at the Steele Community Centre. One of these projects is renovation of the three shower/washroom facilities in the dressing rooms. Tenders were called for the project and four bids were received. The lowest bid that met the tender requirements was from Airways Contracting Ltd.

Motion #19-077**Tender #19-09 Renovations to Steele Centre Washrooms**

Moved by Councillor Dove and seconded by Councillor Fudge that Tender #19-09 for renovations to the Steele Community Centre showers/washrooms be awarded to Airways Contracting Ltd at a cost of \$74,404.00, HST inclusive.

In Favour: 7 Opposing: 0

Decision: Motion carried.

This project is being 100% funded by the Town of Gander and is \$35,301 under budget.

Ragged Runner Cab Company Additional Licenses

At the last Council meeting Council approved Ragged Runner Cab Company's application to set up a cab company with two licenses. Since then they have approached the Town asking for an additional license to add a third cab to their fleet. In the Town's taxi regulations provision is provided for the Town to issue up to 36 taxi licenses. Currently there 22 licenses issued to active companies. Rather than increasing the number of licenses each time they need another license it is being recommended that the number be increased to five.

Motion #19-078

Ragged Runner Cab Company Additional Licenses

Moved by Councillor Woodford and seconded by Councillor Brown that Ragged Runner Cab Company be issued three additional taxi licenses, bringing their total allotment to five.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Pomerleau Earth Day Clean-up

In celebration of Earth Day, Mr. Rob Gillett, Site Supervisor with Pomerleau Inc, has organized a crew of his employees to take some time out of their day to clean up litter from the streets of Gander. Council is very pleased with this initiative and grateful to Mr. Gillett and his staff for caring for our community while working on our new Wastewater Treatment Plant. Council would like to encourage all residents to demonstrate support for environmental protection in some way on Earth Day which is April 22, 2019, whether it be recycling, cleaning up litter, or unplugging the TV, every effort counts.

10. ADJOURNMENT

Motion #19-079

Adjournment

There being no further business, it was moved by Councillor Dove and seconded by Councillor Woodford that the meeting be adjourned.

In Favour: 7 Opposing: 0

Decision: Motion carried.

The meeting adjourned at 5:55 p.m.

P. Farwell, Mayor

G. Brown, Town Clerk