

MINUTES

Regular Meeting of Council
Wednesday, April 28, 2021 @ 4:00 pm
Council Chambers

Present:

P. Farwell	Mayor
T. Pollett	Deputy Mayor
R. Anstey	Councillor
B. Dove	Councillor
O. Fudge	Councillor
P. Woodford	Councillor

**Advisory and
Resource:**

D. Chafe	CAO
B. Hefford	Town Clerk
K. Hiscock	Director of Finance (A)
B. Freeborn	Director of Recreation & Community Services
T. Barron	Director of Municipal Works
H. Lowe	Fire Chief
R. Locke	Director of Development
J. Blackwood	Director of Engineering
W. Maree	Communications Coordinator (A)
K. Bull	Deputy Municipal Clerk

Regrets:

G. Brown	Councillor
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1. CALL TO ORDER

The Meeting was called to order at 4:00pm.

2. VISITORS/PRESENTATIONS

The Mayor noted that Wendy Maree, Communications Coordinator (A) is leaving the Town of Gander to pursue her flying career.

Gary Regular was presented a certificate recognizing his retirement after 36 years.

Melanoma and Skin Cancer Awareness Month Proclamation

The Mayor proclaimed May 2021 as Melanoma and Skin Cancer Awareness Month in the Town of Gander.

Tourism Awareness Month Proclamation

The Mayor proclaimed May 2021 as Tourism Awareness Month in the Town of Gander.

Gander Firettes Volunteer Thank You

The Mayor stated that last week was Volunteer Week and Council would like to recognize and thank all volunteers in the Town of Gander for the time and dedication they give to our community.

In particular, we would like to thank our own Fire Department members who work and train continuously to keep the community safe. It takes many hours of practical and theory, mostly on weekends, to become a fire fighter.

Firefighters respond to many emergencies other than fire related incidents, including motor vehicle accidents, hazmat incidents, lost persons, medical assist calls, and many more; they are always ready and there to help in times of peril.

We would also like to thank the Gander Firettes, who fundraise and support Gander Fire Rescue by donating their time to assist the Department.

Thank you from all of us here at the Town of Gander!

The Mayor also recognized contributions to service clubs, sport associations, and community groups who contribute to the fabric of our community. He also made a special thanks to Roger's TV volunteers who assist Council communicate with the residents of Gander on important community issues.

National Day of Mourning

April 28th is the labour movement's most solemn day, but also one to refocus our commitment to prevent future workplace injuries and deaths. Every year, thousands of workers, friends and families of fallen workers gather at ceremonies across Canada to recognize the National Day of Mourning for workers killed or injured on the job. Typically, the Town of Gander, in partnership with Unifor Local 597, would co-host a wreath laying ceremony at the Town Hall to recognize this event. Those activities must look very different now as we all do our part to limit the spread of COVID-19 and protect those most vulnerable to serious health impacts.

This year, The Newfoundland and Labrador Federation of Labour (NLFL) has posted a video on their Facebook page and website, and have ads on radio stations all over Newfoundland and in the print media to mark this National Day of Mourning. Labour Councils in St. John's, Corner Brook and Labrador West have also produced videos which will be posted on theirs and NLFL social media pages.

The Town of Gander, in partnership with Unifor Local 597 marks this tragic day in recognition of the National Day of Mourning for workers killed or injured on the job.

3. APPROVAL OF AGENDA

Motion #21-046

Approval of Agenda

Moved by Councillor Fudge and seconded by Councillor Dove that the Agenda for the Regular Meeting of Council on April 28, 2021 be adopted.

In Favour: 6 Opposing: 0

Decision: Motion carried.

4. MINUTES FOR APPROVAL

Motion #21-047

Regular Minutes for Approval

Moved by Councillor Woodford and seconded by Deputy Mayor Pollett that the Minutes from the Regular Meeting of Council on April 7, 2021 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 Services:

The Recreation & Community Services report was presented by Councillor Fudge.

The Recreation & Community Services meeting was held on April 20, 2021. The meeting was chaired by T. Pollett, Deputy Mayor. Other members present included: G. Brown, Councillor; B. Freeborn, Director of Recreation & Community Services (A); B. Hefford, Town Clerk.

The following items were discussed:

Age Friendly Community Survey

The Department would like to remind residents of the opportunity to participate in the Age Friendly Survey.

This is an opportunity to provide feedback on services available for seniors in the community such as transportation, housing, health care, communication, and social inclusion. This survey will assess needs in the development of Council's action plan to achieve an Age Friendly Community designation. Staff are available to assist residents, groups, seniors' homes, and local businesses who require information, technology aides, or assistance. Staff can also assist with challenges surrounding COVID-19 restrictions.

All residents are asked to fill out the survey and aid their senior family members or friends who may not have access to the internet. The link to the survey can be found on the Recreation & Community Services and Town of Gander Facebook pages and the Town of Gander website. Anyone who does not have access to social media, can contact the Department at 651-5927 for a paper copy or they can take the survey at the office on an iPad. Staff will also be available to help anyone that needs assistance.

Gander Rotary Club Five Year Plan

The Committee met with members of the Gander Rotary Club's Redevelopment Committee to discuss items put forth for the five-year plan for Cobb's Pond Rotary Park. The minutes of the meeting held on April 14th are attached. It was the consensus that funding for the purchase and installation of the 8-bay accessible swing set would be a shared priority for 2021.

Both parties also agree to establish a committee to develop a multi-year winter plan for the park. The Rotary was asked to provide names of up to two representatives from their club to sit on a committee. This Committee will develop ideas and concepts that Council can consider for future planning.

The last Memorandum of Understanding (MOU) between the Gander Rotary Club and the Town was signed back in 2011 when renovations were being made at the park. It was decided that the Director and Town Clerk would update the MOU to reflect the planning for the next five years.

Gander Geek Fest

The Department has reviewed hosting the Geek Fest event in 2021 and decided that due to COVID 19 restrictions, it would not be cost effective to host it this year. They are also recommending changes to the event in 2022. The Sci-Fi on the Rock, a similar event held in St. John's, has moved their date to the last weekend of June making the second weekend of July to close for vendors to restock their supply for Gander Geek Fest. It is recommended that Gander Geek Fest be moved to May and focus more on attracting vendors and workshops instead of securing a celebrity guest. Removal of this guest would lower the expense of the event by approximately \$6,000.

The Committee agrees with this recommendation as they feel that cutting out the cost of a special guest will allow us to reduce the cost of admission, making it more attractive for citizens to attend, while still providing an appealing event.

Cobb's Pond Rotary Park

The Department would like to advise the public that the washrooms are now open at Cobb's Pond Rotary Park for public use.

We would also like to remind the public to please pick up after your dog when using the park. There are several doggie bag dispensers and garbage cans throughout the park.

2022 NL Winter Games Update

At the last Council meeting, the Deputy Mayor expressed concerns with the planning for the games being held Feb 26 – March 8, 2022 and not having received the funding commitment from the provincial government. However, since that time, there has been some movement and the town has received the contract. Once the contract is reviewed and signed, the money should be sent, and planning will begin.

Deputy Mayor Pollett provided an update on the planning activities. The Planning Committee is concerned about the operational and financial uncertainties associated with COVID. A meeting with Minister Haggie, as our MHA and Minister Crocker, Minister of Tourism, Culture, Arts and Recreation is being scheduled.

B. Development and Tourism Committee:

The Development and Tourism Committee report was presented by Deputy Mayor Pollett.

The Development and Tourism Committee meeting was held on April 20, 2021. The meeting was chaired by T. Pollett, Deputy Mayor. Other members present included: P. Farwell, Mayor; B. Dove, Councillor (via MS Teams); G. Brown, Councillor; R. Locke, Development Director; B. Hefford, Town Clerk; D. Quinton, Development Officer.

The following items were discussed:

Street Naming Policy - Management Recommendation

The Committee reviewed the current Street Naming Policy. The current policy and historical practice have been to name streets exclusively after aviators. This has been a key component of maintaining Gander's aviation history and culture. It has also been central from a tourism perspective, offering a unique point of interest for visitors.

The opportunity to consider persons other than aviators was considered. This would be a means of evaluating the current relevance and assess if the historical approach is still achieving its desired goals. As the community matures and its diversity expands beyond aviation, Council considered if local community builders could or should be eligible for street names.

After significant discussion, public engagement, and input from various stakeholders, the Committee is not recommending changes to the Street Naming Policy.

After review, the Committee felt that the *Street Naming Policy* should remain unchanged largely because it offers a unique tribute to our Town's aviation history and culture.

The Committee understands the importance of recognizing individuals who have helped shaped the life and character of our community. To allow for this, they have established the *Community Legacy Naming Policy (D007)*.

This policy was created to protect, enhance and develop community heritage by naming buildings, parks/playgrounds, trails and other facilities in honour of citizens who have made outstanding contributions to the development and character of the community, or who have otherwise had a significant and positive impact on resident's quality of life.

To obtain a copy of this policy, please contact our Development and Tourism Department at 651-5912 or via email at rjlocke@gandercanada.com.

Activity Update

Development staff presented an update to the Committee regarding on-going projects and development inquires. The Committee is pleased with the strong level of business interest and potential opportunities given the current economic climate.

Committee and staff fervently support all business investment opportunities and encourage anyone interested in starting, expanding and/or relocating a business to contact departmental staff at 651-5912 or 651-5910.

C. Public Works & Services Committee:

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

The Public Works & Services Committee meeting was held on April 20, 2021. The meeting was chaired by R. Anstey, Councillor. Other members present included: G. Brown, Councillor; P. Woodford, Councillor; T. Barron, Director of Municipal Works and Services; K. Bull, Deputy Municipal Clerk; G. Whitt, Administrative Support Clerk.

The following items were discussed:

Policy MW030, Sewer Callouts

The Director reviewed with the Committee the current Policy MW030 - Sewer Callouts and recommends including a procedure for the circumstance of weekend blockages where private contractors are unavailable to provide service.

The following is the proposed amendment to the Policy:

The Town may provide assistance when all the following circumstances exist:

- Contractors are unavailable
- The situation is urgent
- Town of Gander resources are available
- The costs associated are recoverable

This service will be used to free a blocked lateral only and not complete an inspection or repair.

It was suggested that local businesses be notified of the policy change. The Committee agrees with the suggestion to amend the policy as presented presents the policy for first reading.

Traffic Paint

The Town has been recently informed that traffic paint is currently unavailable for purchase. Suppliers have depleted their inventory but are hopeful that paint will start to become available again by mid to late summer of 2021. The resin inventories required for the manufacturing process were destroyed during the spring cold weather event in the Texas area causing the delay in production. It is too early to predict if we will be able to source additional paint for this year's application process.

Current Town of Gander inventory is at 55% of the paint required to complete traffic painting for the 2021 season. The Department is currently prioritizing areas to lay first paint in an effort to ensure it is applied in the most effective way to service pedestrian and vehicle traffic while meeting minimal Transportation Association of Canada (TAC) Standards.

Details summarizing the priority areas for paint and proposed areas to reduce applications are attached for review.

Residents are advised to exercise caution in areas that are affected by the delay of the first paint application.

Pride Crosswalk

The Committee discussed the reinstatement of the pride crosswalk located in front of the Town Hall. In previous years it has been a joint effort between various community groups.

The Director advised he has been in contact with representatives of the groups willing to provide resources for the reinstatement of the crosswalk and will confirm their participation for 2021.

The Committee agrees Council will continue to support the reinstatement of the pride crosswalk for 2021.

Notable Dates

The next Waste Transfer Station is scheduled for May 8th. Hours of operation are 8 a.m. – 4 p.m.

Details on this event can be viewed on the Town of Gander Website at www.gandercanada.com.

D. Public Safety & Protective Services Committee:

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

The Public Safety & Protective Services Committee was held on April 21, 2021. The meeting was chaired by B. Dove, Councillor (Via Teams). Other members present included: R. Anstey, Councillor; G. Brown, Councillor; H. Lowe, Director of Protective Services/Fire Chief; B. Hefford, Town Clerk; K. Bull, Deputy Municipal Clerk; L. Small, Administrative Assistant.

The following items were discussed:

Truck Route

The Committee presents the revised Truck Route Map, Schedule 1, of the Town of Gander Traffic Regulations for its second and final reading. It was presented to the Committee for consideration at a meeting on March 10 with a public input deadline for April 27, 2021.

The primary objective is to ensure heavy commercial vehicles, by-passing Gander, use the designated truck route. Specifically, trucks destined for locations on the north coast, using Gander as throughfare will be required to travel Cooper Boulevard to access Route 330, not Magee Road.

The new Truck Route removes the section of Magee Road from Carr Crescent to Route 330. It is important to note that operators and business in all sections of town can access roads not included in the Truck Route, provided their origin or destination requires such. If their route begins or terminates in Gander, then Magee Road can be accessed.

Since the first reading, there has been representation from the business community. Primarily, there was a requirement to eliminate ambiguity around how local companies would be impacted. That input was considered and the Committee is satisfied with the proposed change. It achieves the desired goal of reducing traffic on Magee Road.

However, it is not expected eliminate all heavy traffic, as there are businesses in the commercial and industrial areas of Magee Road and McCurdy Drive that rely on Magee Road for the efficient operation of their business.

Motion #21-048

Truck Route

Moved by Councillor Dove and seconded by Councillor Anstey that the amended Truck Route Map, Schedule 1, of the Town of Gander Traffic Regulations, be approved as presented.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Statistics- First Quarter 2021

The Committee reviewed the first quarters statistics for both the Fire and Municipal Enforcement Departments for the period covering January 1- March 31, 2021.

Municipal Enforcement

Statistics show that MEO calls are down from the previous reporting period. This can be attributed to second COVID-19 lockdown and a staffing shortage. There were 40 citations issued, compared to 119 last quarter and 17 warnings issued. Offences included but not limited to speeding, speeding in school zones, using a hand-held cell phone while driving, driving without insurance, obstructing snow clearing and failing to stop at a stop sign. There were 83 incident reports, compared to 159 last quarter, which included motor vehicle accidents, fire calls, animal complaints, traffic complaints and various complaints under nuisance regulations.

Gander Fire Rescue

The Fire Department responded to a total of 40 calls compared to 54 last quarter, which included structure fires, chimney fires, unauthorized burnings, pole fire, and motor vehicle accidents. There were 69 inspections compared to 78 last quarter and 305 public consultations/inquiries.

The Director of Engineering left the meeting.

Department Activity Report

The Fire Department's new recruits are currently studying for their Hazmat Awareness Gold Seal; the test will be administered by Fire and Emergency Services (FES) at the end of April. This same group completed their second round of basic training on April 16 – 18.

Gander Firettes are doing a fundraiser by selling tickets on a three-course Mother's Day Dinner for six to be drawn on May 4th. They are \$5 each and can be purchased at the Fire Hall or by calling 422-3433.

The Municipal Enforcement Department has a new officer on duty; Cst. Barat has joined the Town of Gander on temporary assignment.

The Director of Engineering returned to the meeting.

E. Engineering, Planning & Controls:

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

The Engineering, Planning & Controls Committee meeting was held on April 21, 2021. The meeting was chaired by P. Woodford, Councillor. Other members present included: T. Pollett, Deputy Mayor; G. Brown, Councillor; B. Dove, Councillor; J. Blackwood, Director of Engineering; B. Hefford, Town Clerk; J. Newman, Supervisor of Technical Services; K. Bull, Deputy Municipal Clerk.

The following items were discussed:

Delegation – Broadening Horizons

Ms. Kim Murphy, representing Broadening Horizons updated the Committee on the current programs being operated by their organization. The programs are now operating from two locations with lease agreements expiring at the end of the 2021 calendar year. Their goal is to operate both programs from a single, new facility on 12A Magee Road and they have begun to negotiate the purchase of that property from the current owner.

In order to progress the acquisition of that property, the organization is requesting a zoning compliance letter. Ms. Murphy thanked the Committee for their time and consideration on this matter and indicated that she is looking forward to moving the project forward in a timely manner.

The Committee discussed the application and the proposed use as it related to the existing and newly proposed Municipal Town Plan and Development Regulations. The property is located within a Commercial General Zone and the Committee is recommending that the proposed use be classified as Light Industry, which is permitted as a discretionary use in the Commercial General Zone. There was a general discussion about the impact this operation would have on surrounding properties and it was recommended that conditions be attached to the approval limiting the outside storage of recyclable material on the property.

Discretionary Notice – 12A Magee Road

Notice is hereby given that the Town Council of Gander has received an application to occupy the building at the above noted address for the purpose of a Recycling Depot.

It is noted that this area is zoned Commercial General and Light Industry is permitted as a Discretionary Use under the Town of Gander’s Development Regulations.

There were no objections received by the advertised deadline.

Motion #21-049

Discretionary Notice – 12A Magee Road

Moved by Councillor Woodford and seconded by Deputy Mayor Pollett approval for the discretionary use at 12A Magee Road for the purpose of a Recycling Depot with conditions on limited outside storage of recyclable materials. The Committee is also recommending that the application fee for the discretionary use be waived.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Accessory Building Request – 500 Gander Bay Road

The Committee reviewed a request from the owners of 500 Gander Bay Road for Council’s consideration in approval for an accessory building that is outside the existing Accessory Building Regulations. After careful review of the application, the Committee feels that the proposed location for the accessory building and overall size of the lot, which measures approximately 9.6 acres would minimize the potential negative impact on the adjacent properties.

Motion #21-050

Accessory Building Request – 500 Gander Bay Road

Moved by Councillor Woodford and seconded by Deputy Mayor Pollett that permission be granted to the owners of 500 Gander Bay Road to construct an accessory building on that property as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Accessory Building Regulation – 2nd Reading

The Committee was presented with the second and final reading of the Accessory Building Regulation for their review and consideration. It was noted that since the last reading there was one piece of correspondence received from an individual commending Council on the newly proposed regulation. The same correspondence sought clarification on maximum permitted building heights, which was responded to through email correspondence.

Motion #21-051

Accessory Building Regulation – 2nd Reading

Moved by Councillor Woodford and seconded by Councillor Fudge that the Accessory Building Regulations be approved and adopted by Council as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Shipping Container Regulation – 2nd Reading

The Committee was presented with the second and final reading of the Shipping Container Regulation for their review and consideration. There has been no correspondence or comments received since the first reading.

This document is the result of years of work by Council, staff, representatives from the business community, as well as individual residents who have helped shape the existing proposed regulation. Council would like to thank everyone who took the time to participate in the process of developing this regulation and at this time.

Motion #21-052

Shipping Container Regulation – 2nd Reading

Moved by Councillor Woodford and seconded by Deputy Mayor Pollett approval and adoption of the Shipping Container Regulation as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Variance Approvals

Under the Town of Gander Development Regulations section 12. (1) it is stated “where an approval or permit cannot be given by an authority because a proposed development does not comply with development standards set out in the development regulations, an authority may, in its discretion, vary the applicable development standards to a maximum of 10% if, in the authority’s opinion, compliance with the development standards would prejudice the proper development of the land, building or structure in question or would be contrary to public interest.”

The Director advised that past practice has been for staff to review variance requests and if it was determined that the variance could be approved without negative impact of the applicant or neighboring properties, then staff could approve the request. In the event the request presents concerns or has the potential to have negative ramification on adjacent properties, the request would be brought forward for Council’s consideration.

The Committee feels that it is not necessary for minor, enabling variances to be brought forward to Council for review and that past practice should continue and only those requests that would pose potential conflicts with adjacent properties or potentially harm applicant should be brought forward and that this practice will continue to help reduce the processing time for applicants.

F. Finance & Administration:

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

The Finance & Administration Committee meeting was held on April 22, 2021. The meeting was chaired by G. Brown, Councillor. Other members present included: P. Woodford, Councillor; R. Anstey, Councillor; T. Pollett, Deputy Mayor; B. Hefford, Town Clerk; K. Hiscock, Director of Finance (A); K. Bull, Deputy Municipal Clerk.

The following items were discussed:

Invoices for Approval

CAPITAL

- | | |
|---|--------------------|
| 1. Univar Solutions | \$ 64,750.38 |
| 00-400-1000-6405 – Filter Media Replacement | |
| Budget: \$ 62,000 | Spent to Date: \$0 |
| 2. Hickman Motors | \$ 45,767.73 |
| 01-810-0080-9912- CIP ¾ Ton Pick-up Truck | |
| Budget: \$ 49,500 | Spent to Date: \$0 |

3. Hickman Motors	\$ 92,483.00
01-000-0080-1870- CIP 3 Light Vehicles Replaced	
Budget: \$ 87,000	Spent to Date: \$0
Total capital invoices for approval	\$ 203,001.11

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

Motion #21-053 Invoices for Approval

Moved by Councillor Anstey and seconded by Deputy Mayor Pollett that the invoices be paid as presented.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Central Northeast Health Foundation – Fly Your Car Parking Lot Fee

The Recreation Committee referred the request from the Central Northeast Health Foundation to provide the parking lot at the Steele Community Centre free of charge for the Fly Your Car Event on June 12, 2021 to the Finance Committee for consideration.

The Committee agreed that it would be a great gesture to provide an in-kind contribution to thank Central Health for their hard work during the current COVID-19 pandemic.

Motion #21-054 Central Northeast Health Foundation – Fly Your Car Parking Lot Fee

Moved by Councillor Anstey and seconded by Deputy Mayor Pollett that the Central Northeast Health Foundation be provided with an in-kind contribution in the form of free parking lot usage at the Steele Community Centre for the Fly Your Car Event on June 12, 2021.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Property Tax Reductions

The Committee reviewed four applications for residential property tax reductions that met Council's policy based on income criteria.

Motion #21-055

Property Tax Reductions

Moved by Councillor Anstey and seconded by Councillor Fudge that the property tax reductions be approved as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Director of Recreation Acting Appointment

Due to the Director of Recreation taking a leave of absence for a period greater than 16 weeks, the Committee wishes to appoint Beverly Freeborn to the acting position as per Council's Acting Assignments and Appointment Policy-F024.

Motion #21-056

Director of Recreation Acting Appointment

Moved by Councillor Anstey and seconded by Deputy Mayor Pollett that Beverly Freeborn be appointed as the Acting Director of Recreation effective May 1, 2021 to October 15, 2021 or upon the return of the permanent incumbent whichever precedes.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Payroll Compliance Practitioner Certification Graduates Award

The Finance Committee would like to congratulate the Town's Accounting/Payroll Clerk, Janice Kearney on the successful completion of the Payroll Compliance Practitioner Certification and being awarded the silver medal for the second highest marks in Atlantic Canada.

Janice has worked very hard over the last couple of years completing assignments and exams on her own time. She was recognized for her accomplishments and awarded the silver medal at the Canadian Certification Recognition Event held virtually on April 15th, 2021.

FCM Funding for Asset Management

FCM is accepting applications from municipalities to Fund Asset Management initiatives.

The Town will be applying for the maximum grant of \$50,000 to hire a consultant for the development of a Capital Asset Management Plan. The Plan will include an inventory of assets; condition of infrastructure; risk assessment; cost analysis; and financial planning. A resolution of Council to approve the application is required.

The Town is required to fund 20% of the project to a maximum amount of \$12,500. This item was previously budgeted in 2019 but was not implemented.

Motion #21-057
FCM Funding for Asset Management

Moved by Councillor Anstey and seconded by Councillor Woodford that the Town Council of the Town of Gander directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for the Development and Implementation of Asset Management.

And further

That the Town of Gander commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program: complete inventory of existing assets, asset condition ranking model, and risk assessment.

And further

That the Town of Gander commits \$12,500 from its budget toward the costs of this initiative.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Magee Road Widening Tender

Prior to tendering Phase 2 of the Magee Road widening project, the Department of Transportation and Infrastructure requires a resolution of Council authorizing the Town to pay any shortfall in funding that may be required to complete the project.

Motion #21-058
Magee Road Widening Tender

Moved by Councillor Anstey and seconded by Councillor Woodford the Town of Gander commits to pay any shortfall in funding to complete Phase 2 of the Magee Road widening project # 17-SCF-17-00021.

In Favour: 6 Opposing: 0

Decision: Motion carried.

2020 Capital Expenditures Loan

The Town invited quotations for provision of two loans to finance our 2020 capital expenditures program. We received bids from five local financial institutions in which the TD Bank and NLCU were the preferred bidders.

The capital loans were as follows:

- 1. Capital Expenditures for \$2,442,213
- 2. Wastewater Treatment Plant Expenditures for \$804,589

As a result of receiving lower interest rates than budgeted, and reduced capital borrowings due to Council’s commitment to finance capital from revenue, the Town will save around \$70,000 in borrowing costs this year.

Motion #21-059

2020 Capital Expenditures Loan

Moved by Councillor Anstey and seconded by Deputy Mayor Pollett the Town of Gander request an approval to borrow \$2,442,213 for the 2020 capital expenditures from the TD bank repayable over a term and amortization period of 10 years.

In Favour: 6 Opposing: 0

Decision: Motion carried.

And further

Motion #21-060

2020 Wastewater Treatment Plant Capital Expenditures

Moved by Councillor Anstey and seconded by Councillor Fudge the Town of Gander request an approval to borrow \$804,589 for the 2020 Wastewater Treatment Plant capital expenditures from the NLCU repayable over a term not exceeding 10 years with an amortization period of 25 years.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Wastewater Lagoon Barge

The Town was recently notified by the consultant designing and supervising the construction of the Lagoon Barge that the low bidder, FIT Industrial were no longer able to provide the fabrication services originally awarded by Council. The consultant has confirmed that the second bidder is available and will honor their original bid price.

Motion #21-061

Wastewater Lagoon Barge – Rescind Motion #21-036

Moved by Councillor Anstey and seconded by Councillor Woodford to rescind Motion #21-036 that awarded the tender to FIT Industrial for the construction of the Lagoon Barge in the amount of \$39,905 HST inclusive.

In Favour: 6 Opposing: 0

Decision: Motion carried.

And further

Motion #21-062

Wastewater Lagoon Barge

Moved by Councillor Anstey and seconded by Councillor Fudge to award the contract for the construction of the Lagoon Barge to DF Barnes Fabrication in the amount of \$42,257.47 HST inclusive as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Cobham Street Lift Station Upgrading

The Engineering Committee referred the results of the tender for the Cobham Street Lift Station Upgrading to the Finance Committee for consideration. Two bids were received and the lowest of the bids that met tender specifications was received from Rodco Mechanical (2014) Ltd.

CBCL acting as the design consultants for the Town reviewed the bids for compliance with the tender specifications and has confirmed that the low bidder is compliant and is recommending Rodco Mechanical (2014) Ltd. be awarded the tender for \$812,417.50 HST inclusive. The low bid was \$201,997.50 over the pre-tender estimate however, the overall project is still under budget.

The project is eligible for cost sharing under our current funding agreement.

Motion #21-063

Cobham Street Lift Station Upgrading

Moved by Councillor Anstey and seconded by Councillor Woodford the tender for the Cobham Street Lift Station Upgrading be awarded to Rodco Mechanical Ltd. for \$812,417.50 HST inclusive be approved as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Sewage Treatment Facilities Demolition

The Engineering Committee referred the results of the tender for the demolition of two existing sewage treatment facilities to the Finance Committee for consideration.

Four bids were received and the lowest of the bids that met the tender specifications was received from Bursey Excavating & Development Inc. CBCL as the design consultants for the Town reviewed the bids for compliance with the tender specifications and has confirmed that the low bidder is compliant and is recommending that the tender be awarded Bursey Excavating & Development Inc. for \$269,410.50 HST inclusive.

The low bid was \$932,339.50 under the pre-tender estimate and is eligible for cost sharing under our current funding agreement.

Motion #21-064

Sewage Treatment Facilities Demolition

Moved by Councillor Anstey and seconded by Deputy Mayor Pollett the tender for the demolition of two existing sewage treatment facilities be awarded to Bursey Excavating & Development Inc. in the amount of \$269,410.50 HST inclusive be approved as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Wastewater Treatment Plant – CBCL Budget

The Engineering Committee referred correspondence from CBCL indicating that the budget for consultant services eligible for funding was reaching the limits of their existing budget. They are requesting an increase in the budget for consultant services to the Finance Committee for consideration.

There were several unanticipated delays which were outside the control of CBCL including but not limited to the multiple replacement of the headworks screens and the resolution of the disputes within the contract.

The additional services are eligible for cost sharing with our Provincial and Federal Partners under our current funding agreement.

Motion #21-065
Wastewater Treatment Plant – CBCL Budget

Moved by Councillor Anstey and seconded by Councillor Woodford the budget for consulting services for the Wastewater Treatment Plant be increased in the amount of \$22,218 HST inclusive to CBCL as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Pomerleau – External Change Order #0035

The Engineering Committee referred Change Order #0035 from Pomerleau in the amount of \$40,560.35 HST inclusive to the Finance Committee for consideration.

The Change Order is associated with the relocation of the variable frequency drives for the new screens into the headworks room. The work will require explosion proof cabinets, as well as a pressurized line because of the external environment which exist inside the headworks room.

The request for the additional work came from Town staff working at the Wastewater Treatment Facility. The work will provide operational efficiencies through better control of the new screens during regular operations and under maintenance situations and is eligible for funding.

Motion #21-066
Pomerleau – External Change Order #0035

Moved by Councillor Anstey and seconded by Councillor Woodford the Change Order #0035 from Pomerleau in the amount of \$40,560.35 be approved as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Pomerleau Agreement

The Town of Gander nears the completion and commissioning of the Waste Water Treatment Plant. There have been various disputes over responsibility for the additional work required. Through negotiations, between the Town of Gander’s solicitor, the project manager CBCL, and the Design Build Contractor, Pomerleau, a settlement has been proposed and agreed upon to resolve the outstanding matters.

This also achieves a very critical milestone of substantial completion of the project. There is one significant performance deficiency being worked upon, through the replacement and installation of a newly engineered screening process and adequate holdback has been allocated to ensure this function as per the specifications of the contract.

The total cost of this settlement is \$170,000, which is deemed to be fair and reasonable, given the large scope for this project totaling more than \$30 million.

Motion #21-067

Pomerleau Agreement

Moved by Councillor Anstey and seconded by Councillor Woodford that the settlement agreement between the Town of Gander and Pomerleau be approved as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Communication Policy

The Town of Gander has undertaken an effort to consolidate its various Communications and Stakeholder Engagement Policies in a comprehensive Communication Plan.

This is a major piece of work that has been identified as a strategic priority for the Town of Gander to be developed and organizational wide implementation plan to be led by the Town Clerk’s Office.

From time-to-time residents and stakeholders highlight areas for improvement. Council and staff welcome this constructive input, and in the spirit of continuous improvement, reviews suggestions in the development of various policies and procedures.

Communication will undoubtedly always present opportunities for improvement. This can be completed by incorporating new processes or technology, but most importantly is fostering a corporate culture that believes in open and transparent communication with the citizens of Gander. This guiding philosophy will be at the forefront of the policy review that is currently underway.

G. Other Reports:

None

7. ADMINISTRATION

None

8. CORRESPONDENCE

None

9. NEW BUSINESS

Gander International Airport Authority Nomination

As a proud partner, the Town of Gander has the right to nominate three members to the Gander International Airport Authority Board of Directors. This is an honour that Council takes very seriously as it is the foundation that fosters and supports the spirit of co-operation. This partnership has a proven record of success and will become increasingly important to the Airport's future growth, especially it forges a rebound strategy post-COVID.

There are currently two Town of Gander nominees on the board, who are each concluding nine years of dedicated service. Mr. Des Dillon, who most recently served as Chair of the Board and Mr. Mel Thorne, have demonstrated leadership and made significant contributions to the organization. On behalf of the residents of Gander, Council thanks these individuals for their dedication.

At this time, the Gander International Airport Authority is completing a governance review and has asked the Town of Gander to refrain from appointing one of the two open positions, until the review is complete. Through an internal review and assessment process, individuals are vetted by the Board for suggestion. Zane Tucker has been identified through this process.

Mr. Tucker is a strong candidate who has demonstrated commitment to community partnerships. As business leader who has served three terms as Deputy Mayor of Gander, Council feels he is a great representative who can champion the region's and community's interests on the Board of Gander International Airport Authority.

Motion #21-068

Gander International Airport Authority Nomination

Moved by Deputy Mayor Pollett and seconded by Councillor Anstey that Zane Tucker be nominated by the Town of Gander to serve on the Board of Directors of the Gander International Airport Authority.

In Favour: 6 Opposing: 0

Decision: Motion carried.

10. ADJOURNMENT

Motion #21-069

Adjournment

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

In Favour: 6 Opposing: 0

Decision: Motion carried.

The meeting adjourned at 5:30 p.m.

P. Farwell, Mayor

B. Hefford, Town Clerk