

# MINUTES

Regular Meeting of Council  
Wednesday, April 30, 2014 @ 4:30 pm  
Council Chambers

<b>Present:</b>	<b>C. Elliott</b>	<b>Mayor</b>
	<b>C. Abbott</b>	<b>Deputy Mayor</b>
	<b>G. Parrott</b>	<b>Councillor</b>
	<b>S. McBreairty</b>	<b>Councillor</b>
	<b>W. Lorenzen</b>	<b>Councillor</b>
	<b>B. Dove</b>	<b>Councillor</b>
	<b>R. Anstey</b>	<b>Councillor</b>

<b>Advisory and Resource:</b>	<b>D. Chafe</b>	<b>Chief Administrative Officer</b>
	<b>J. Blackwood</b>	<b>Director Municipal Works and Services</b>
	<b>G. Brown</b>	<b>Town Clerk</b>
	<b>P. Fudge</b>	<b>Fire Chief</b>
	<b>D. Deschamps</b>	<b>Director of Recreation &amp; Community Services</b>

## 1. CALL TO ORDER

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

## 2. VISITORS/PRESENTATIONS

### Poetry Month

Christopher Kelly read a poem to commemorate National Poetry Month.

### Day of Mourning Proclamation

The Mayor proclaimed April 28, 2014 as a Day of Mourning in the Town of Gander.

### Child Abuse Prevention Month

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

## 3. MINUTES FOR APPROVAL

### Motion #14-083

### Minutes for Approval

Moved by Councillor Anstey and seconded by Councillor Parrott that the Minutes from the Regular Meeting of Council on April 9, 2014 be adopted as presented.

In Favour: 7      Opposing: 0

**Decision**                      Motion carried.

**4. BUSINESS ARISING FROM PREVIOUS MINUTES**

None

**5. REPORTS – STANDING COMMITTEES:**

**A. Public Safety & Human Resources:**

The Public Safety & Human Resources report was presented by Councillor Lorenzen.

The Public Safety Committee meeting was held on April 22, 2014. The meeting was chaired by W. Lorenzen, Councillor. Other members present included: G. Parrott, Councillor; P. Fudge, Fire Chief, O. Fudge, Municipal Enforcement Officer; W. Jenkins, Municipal Enforcement Officer; T. Barrett, Municipal Enforcement Officer; L. Small, Administrative Assistant.

The following items were discussed:

**PUBLIC SAFETY**

**Review of Previous Minutes**

The Committee reviewed the previous minutes. There were no omissions or errors.

**ATV By-Law**

Numerous complaints have been received concerning the use of Dirt Bikes on streets indicating that this activity has gotten out of hand.

The Town of Gander is widely known as being an ATV and snowmobile-friendly town with visitors and residents alike enjoying these recreational activities. The Quadapaloolza and Snowfari events are examples of how these activities are well received.

The “most direct route” for trail access is being abused in town and residents are reminded that this privilege will be lost if users do not abide by the rules and regulations in place which allow for safe use of ATV’s.

Machines cannot be operated on a highway or within the Town’s boundaries except in accordance with the Town of Gander ATV Regulations. The Town of Gander is governed by the Highway Traffic Act when it comes to the rules of the streets and highways and does not want to have to resort to a “no tolerance” policy in town, as a lot of communities have already done. However, speeding and reckless driving cannot be permitted on town streets or highways.

**Variance Report - Final Quarter of 2013**

The Committee reviewed the variance report for the final quarter of 2013. Some of the differences were due to equipment repairs and salary increases due to extra staff coverage required. More specifically, the radar system was down for several months which meant a significant decrease of \$ 52,600. Fire Rescue saw a savings of \$4700 due to fluctuation in honorariums and alarm monitoring revenue. Animal Control also showed a savings of \$ 812 as indicated in the attached report.

**Maintenance Orders**

There are a number of businesses on Roe Avenue that have not carried out the landscaping on their properties that was proposed by them when they initially submitted their development plans. Maintenance orders have to be issued to these property owners requiring them to comply with their plans.

**Motion #14-084**

**Maintenance Orders**

Moved by Councillor Lorenzen and seconded by Councillor Parrott that maintenance orders be issued to the owners of the following properties:

- 10 Roe Avenue
- 15 Roe Avenue
- 20 Roe Avenue
- 70 Roe Avenue
- 86 Roe Avenue
- 121 Roe Avenue
- 126 Roe Avenue
- 131 Roe Avenue
- 150 Roe Avenue
- 169 Roe Avenue
- 170 Roe Avenue

In Favour: 7      Opposing: 0

**Decision:** Motion carried.

## **Sign Locations-Cooper Boulevard**

There is still a safety issue with vehicles exiting onto Cooper Boulevard making a left turn into oncoming traffic from the Kentucky Fried Chicken Franchise.

The temporary stop sign was not the solution requested and the Committee agrees that this road should be closed until proper signage is installed. After the meeting, the Engineering Department was consulted who determined that this is actually considered a driveway-not a street and does not have to meet the same standards as a road.

## **HUMAN RESOURCES**

There were no items for public report.

### **B. Parks & Recreation Committee:**

The Parks and Recreation Committee report was presented by Councillor McBreairty.

The Parks and Recreation Committee was held on April 22, 2014. The meeting was chaired by S. McBreairty, Councillor. Other members present included: R. Anstey, Councillor; C. Abbott, Deputy Mayor; D. Deschamps, Director of Recreation and Community Services; B. Freeborn, Administrative Assistant.

The following items were discussed:

### **Cobb's Pond Rotary Park – Special Occasion Permit**

The Committee was in agreement that no alcohol will be permitted during private functions including weddings at Cobb's Pond Rotary Park. However, wedding ceremonies will be allowed at the Park and anyone interested can call the Department to book a date.

Since this is the first year for the redeveloped park, the Department will do a review at the end of the summer to evaluate how private events have worked and will then do a policy for the rental/use of Cobb's Pond Rotary Park.

### **Dog Park Relocation**

The Director held a meeting with the public to discuss the relocation and layout of the dog park. The Department would like to thank those who attended but will be rescheduling another meeting in the near future to gain more public opinion.

## **Community Garden**

The Committee would like to establish a community garden so that residents can grow their own vegetables. There are a number of communities in the province where this has been very successful. The Committee would like to ask any citizens or organizations that would be interested in helping start this initiative to contact the Department at 651-5927. A meeting will then be scheduled to discuss it further.

## **Children's Fun & Fit Day**

The Department, in conjunction with Central Health, Evolve Fitness and Jim Penney Ford, has organized their first Children's Fun & Fit Day. This event will take place at the Gander Community Centre on Saturday, May 3<sup>rd</sup>. There are two times – 10:30 to 12:30 for ages 6 to 10 and from 1:30 to 3:30 for ages 11 – 15. Cost is just \$5 per child. You can register at the Gander Community Centre Administration Office, Monday to Friday from 8:30 a.m. – 4:30 p.m. or call 651-5927. This event will include two hours of fun fitness as well as an information session for parents at the same time.

## **Recreation NL Conference**

A letter was received from Recreation NL asking the Town of Gander to host their convention in May of 2015. The Department looks forward to working with Recreation NL over the coming year.

## **End of Ice Season**

The last day for the 2013/14 ice season at the Gander Community Centre is Saturday, April 26<sup>th</sup>. It has been another successful year and the Department would like to thank all the user groups for their continued cooperation. A User Group Meeting is scheduled for May 1<sup>st</sup> to discuss this past season and ice times for the next season.

## **Summer Staffing**

The Town received confirmation from Service Canada that we have been approved for eight summer staff positions. These positions will help the Town run their various summer programs and events such as programming at Cobb's Pond Rotary Park, Splash Pad Supervision, Civic Enhancement, Festival of Flight, etc. The job advertisement will be posted on the Town's website and the Beacon within the next couple of weeks.

## **Community Centre Expansion Symposium**

The Department held a brainstorming symposium on April 17<sup>th</sup> to discuss recreation programming needs in the Town, along with expansion opportunities to our current facilities to accommodate future needs. There was a diverse representation of roughly 30+ from Gander including individuals from Sports groups, health care, businesses, education, seniors and students. The next steps are to have a recreation presentation to the community to share the vision and to communicate the results of the multiplex study and the brainstorming symposium while gathering more data from the meeting. The Department would like to thank those who participated and will follow up with them for future input.

## **Green/Athlete Space Public Notice**

Due to the recent melting of snow, the grounds at the recreation/green space areas are still soft and fragile. The Department is asking the public to stay off these areas for another couple of weeks until they are dry in order to avoid damage to the fields.

## **Variance Report**

The Committee reviewed the final Variance report for 2013. The Department is within budget and refers to the Finance Committee for their consideration.

## **C. Economic & Social Development Committee:**

The Economic Development Committee report was presented by Councillor Anstey.

The Economic Development Committee meeting was held on April 24, 2014. The meeting was chaired by R. Anstey, Councillor. Other members present included: S. McBreairty, Councillor; D. Chafe, CAO; R. Locke, Development Manager; D. Quinton, Economic Development Officer; J. Blackwood, Director of Municipal Works & Services.

The following items were discussed:

## **Request from Destination Gander**

At its last meeting, Council approved a request from Destination Gander to loan them 10 Market Kiosks for use during the Under 18 Men's National Softball Championship which is being held in Gander from August 5<sup>th</sup> – 10<sup>th</sup>, 2014. However, Council did not approve their request for assistance in transporting, setting up and removing the Kiosks before and after the event due to the high cost involved. The estimated cost to provide this service is \$3200.00.

After notifying Destination Gander, the Committee was advised that Destination Gander would be willing to cover the cost for providing this service. The Committee felt that given the positive economic impact that this event will have on the local economy, it will recommend that the Town assist Destination Gander in their request and cost share the cost 50/50.

**Motion #14-085****Request from Destination Gander**

Moved by Councillor Anstey and seconded by Councillor McBreairty that the Town of Gander charge Destination Gander 50% of the cost of moving its kiosks for the Under 18 Men's National Softball Championship.

In Favour: 7      Opposing: 0

**Decision:** Motion carried.

**Update on Affordable Housing Steering Committee meeting**

Councillor Anstey updated the Committee on the recently held Affordable Housing Steering Committee meeting. He advised that a Request for Proposals was currently being drafted and that the resulting study will be reviewed by the Steering Committee with recommendations to be forwarded to the Development Committee.

**Department of Transportation & Works Correspondence**

The Committee reviewed a press release issued by the provincial Department of Transportation & Works announcing funding for the construction of a new 8000m<sup>2</sup> Hangar to house their water bomber fleet. The Hangar will also become the new headquarters for the province's fleet of water bombers.

The Committee asked that a letter be sent to the Minister acknowledging their commitment to Gander.

**Department of Municipal & Intergovernmental Affairs Correspondence**

The Committee reviewed a press release issued by the provincial Department of Municipal & Intergovernmental Affairs announcing \$9.9 million in funding to be invested for municipal infrastructure projects in the Gander District, of which \$9.4 million is allocated for the Town of Gander's Capital Works projects.

The Committee asked that a letter be sent to the Minister acknowledging their commitment to Gander.

## **Digital Movie Projection**

Councillor McBreairty provided information to the Committee regarding her research into the cost of upgrading the video projection equipment at the Arts and Culture Centre to the current digital technology used in modern theatres. The intent was to see if using the Arts and Culture theatre as a movie venue was a viable option.

The Committee decided to review this option further should other attempts of attracting a theatre to Gander fall short.

## **2013 Variance Report**

The Committee reviewed the Department's variance report ending December 31<sup>st</sup>, 2013 and is pleased to announce a surplus of \$46,541.00. The majority of the surplus can be attributed to the elimination of the Development Director's position and the resignation of the Development Officer in late 2013.

## **Wilson Fuels Access**

The Committee reviewed a request from Wilson Fuels for access to their property off Cooper Boulevard. Wilson Fuels is requesting two direct access points off Cooper Boulevard; one at both the north and south ends of the property.

Upon review, the Committee is recommending only one access point off Cooper Boulevard be granted; this being the south entrance, approved under the original Smart Centre Development plan.

The Committee feels that this recommendation strikes a balance, recognizing both the engineering considerations regarding TAC standards and the recently completed traffic study, while still encouraging business growth in this area of town.

Further, the Committee recommends several conditions for inclusion in any final agreement reached as follows:

1. The recommended south access point be recognized by all parties as the originally approved intersection under the original Smart Centre development plan;
2. All future development of the Wilson Fuel property will share the recommended access from Cooper Boulevard, thus eliminating the requirement for other accesses in the future;
3. The developer will incur any and all cost associated with future traffic control measures such as traffic lights.

**Motion #14-086**  
**Wilson Fuels Access**

Moved by Councillor Anstey and seconded by Councillor Lorenzen that Wilson Fuels be granted an access to Cooper Boulevard as indicated on the attached drawing # 10-1050.

In Favour: 7      Opposing: 0

**Decision:** Motion carried.

**D. Tourism Committee:**

The Tourism Committee report was presented by Councillor Dove.

The Tourism Committee meeting was held on April 22, 2014. The meeting was chaired by S. McBreairty, Councillor. Other members present included: C. Abbott, Deputy Mayor; K. Sceviour, Special Event Coordinator.

The following items were discussed:

**National Day of Honour**

The Government of Canada is committed to commemorating the strength and the sacrifices made by members of the Canadian Armed Forces in Afghanistan and to recognizing and supporting the friends and families of the fallen. To this end, on March 18, 2014, Prime Minister Stephen Harper announced that, in recognition and commemoration of Canada's military mission in Afghanistan, May 9, 2014 has been declared a "National Day of Honour" by Royal Proclamation.

The National Day of Honour will be commemorated in Ottawa and across Canada with several events, including a parade. On that day, a moment of silence will be held across the country to reflect upon the sacrifices made during the mission.

The Town Council of Gander are very supportive of the men and women who serve our country and would like to thank them for their sacrifice by participating in any events that will be taking place on this special occasion. The Town will also be observing a moment of silence in their honour. We are awaiting an announcement from the Federal Government as to what time of day the moment of silence will take place.

## **Mud Event**

Recently, the Town of Grand Falls-Windsor announced that they will be hosting a “Mud Event” in June 2014 similar to the “Quad-A- Poolza” event that Destination Gander held in September 2013. The possible affect this event could have on Quad-A-Poolza was discussed and the Committee agreed that while the Mud Event will no doubt attract a number of attendees, it should not affect Quad-A-Poolza as it is an established event that has garnered much provincial attention by winning various awards. The Town will work closely with Destination Gander to ensure that this year’s event is bigger and better than last year.

## **Beyond the Overpass Theatre Advertising**

A request for advertising from Beyond the Overpass Theatre was reviewed. The Committee agreed to place a full page ad at a cost of \$226.00 in their program to show the Town of Gander’s support of arts and culture programs.

## **Variance Report**

The Committee reviewed the final quarterly variance report for 2013 and there were no issues. There was a loss in the Festival of Flight budget which was due to lower ticket sales than anticipated for the Kitchen Party and extra expenses for the audio visual production of the Kitchen Party. The report is forwarded to the Finance Committee for their review.

## **Navy League Cadet Corps Toll Gate**

A letter was received from the 190 Navy League Cadet Corps of Gander requesting permission to operate a “Toll Gate” on May 10<sup>th</sup>, 2014. This would be a fundraising activity where the cadets would set up a toll station on a specified street in Gander and ask drivers to donate to their organization. While the Committee supports their efforts, they believe that it would be more beneficial logistically for the organization to approach local businesses such as Tim Horton’s, Dominion or Wal Mart to see if they would be willing to allow use of their parking lot for a toll station.

The Recreation Director has seen this type of fundraising activity take place in other towns he has resided in and will make contacts with those communities to see if they have any rules/regulations for this type of activity.

## **E. Municipal Works & Services Committee:**

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

The Municipal Works & Services Committee was held on April 23, 2014. The meeting was chaired by G. Parrott, Councillor. Other members present included: W. Lorenzen, Councillor; R. Anstey, Councillor; J. Blackwood, Director of Municipal Works & Services; D. Moulton, Supervisor of Municipal Works; G. Regular, Supervisor of Engineering; C. Newhook, Roads Foreman.

The following items were discussed:

### **Traffic Study**

The Committee reviewed the Traffic Study completed by EXP Ltd. and is recommending that it be forwarded to the Parks and Recreation and the Public Safety Committees for their review and recommendations.

D. Moulton and C. Newhook left the Committee meeting.

### **Correspondence**

The Committee reviewed the existing grading policy and correspondence that had been received from a resident who encountered problems with the grading policy and the approach taken by the Engineering Department. The Committee had a general discussion about the incident and the grading policy as a whole. The Committee feels that the grading policy is adequate and serves well to ensure that properties within Gander are constructed in a manner to adequately handle surface water flows protecting their property, the Town infrastructure and is recommending that the existing policy remain in place.

Gary Regular left the Committee meeting.

### **Discretionary Notice – 18 Rowsell Boulevard**

The Town Council of Gander had received an application to install and operate a gas bar at 18 Rowsell Boulevard. It was noted that the area is zoned Commercial Local in the Gander Municipal plan and the use service station is permitted as a discretionary use under the Town of Gander's development regulations. It was advertised and several letters of objections were received. The Committee reviewed the letters of objection and was in agreement that the application as presented was not a good fit for the surrounding properties and it would have a negative impact on that area, therefore the Committee is not recommending the application as presented.

**Motion #14-087****Discretionary Use – 18 Rowsell Blvd. Rejection**

Moved by Councillor Parrott and seconded by Councillor Lorenzen that the application to install and operate a gas bar at 18 Rowsell Boulevard be rejected.

In Favour: 7      Opposing: 0

**Decision:** Motion carried.

**31 Johnson Crescent – Street Light Pole Location**

The Committee reviewed a letter from Newfoundland Power which addressing a resident's concerns about condition of a street light pole in located in their driveway. The Committee is recommending that the correspondence be forwarded to the property owner indicating that Newfoundland Power's intentions were to rectify the condition of the pole. The Town is not willing to pay the cost of the relocation and if the homeowner wants the pole relocated, he could deal directly with Newfoundland Power to have that work carried out.

**33 Alcock Crescent**

The Committee reviewed correspondence from a resident who had a frozen water line and had attached an invoice from a local business who helped thaw the line. The resident has asked the Town to reimburse for the expenses incurred. The Committee reviewed Council's policy MW 021 and were in agreement with the memo from the Supervisor of Municipal Works that it did not fit the existing policy for reimbursement, however one portion which included the cost to install a temporary water line, was the responsibility of the Town. The Committee is recommending that one hour labor be reimbursed to the homeowner at 33 Alcock Crescent.

**Motion #14-088****33 Alcock Crescent**

Moved by Councillor Parrott and seconded by Councillor Anstey that the resident of 33 Alcock Crescent be reimbursed for the amount of \$65.00 plus HST.

In Favour: 7      Opposing: 0

**Decision:** Motion carried.

## **Limits of Service Agreement**

The Minister of Municipal Affairs entered into a limit of service agreement with the Municipalities that detailed the specific areas within the boundaries of Municipalities eligible to be serviced with water and/or sewer and road work through the provisions of Provincial Government funding. Any cost of development taking place outside these limits is the responsibility of the developer, the homeowner, or the Municipality.

The Town of Gander is in the process of having new limits of service agreements done for roads that were added in the last few years. It was noted that the infrastructure being added had to be supported with as built drawings and stamped by a professional engineering firm. The Director advised that several of the subdivisions in town were lacking these documents and hoped that it would not interfere with these streets being added to the limits of service agreement and will work with local developers to ensure this documentation is provided on future projects.

## **Variance Report**

The Committee reviewed the Department's variance report for the 12 months ending December 31, 2013. The Committee reviewed the major variances within the report and notes that the Municipal Works budget was \$152,103.32 under budget at year end. The Committee forwards this to the Finance Committee for their review and consideration.

## **Service Fees**

The Committee reviewed the Town of Gander's existing Grading Policy as attached and is recommending some changes to the fee structure, more specifically, modifications to grading plans and additional costs related to non-compliance of requirements of the policy would be charged to the homeowner.

## **Motion #14-089**

### **Service Fees**

Moved by Councillor Parrott and seconded by Councillor Dove that the modified Policy MW 032 be approved as attached.

In Favour:     7           Opposing:     0

**Decision:**     Motion carried.

## **Name for New Collector Street**

The Newfoundland and Labrador English School District has requested a civic address for the new school to be constructed on Magee Road. This address will be on the planned collector street which will extend from Magee Road to Cooper Boulevard. Under the Town of Gander's Street Naming Policy, the developer selects the name from the master list of approved street names; in this case, the Town being the developer, is recommending that the name of the street be called Penney Avenue, after Phyllis Penney-Gaul. Phyllis Penney-Gaul earned her wings in Gander in 1947, becoming Newfoundland's first female licensed pilot. Her biography is attached for your information.

### **Motion #14-090**

#### **Name for New Collector Street**

Moved by Councillor Parrott and seconded by Councillor Dove that the Street for the new school be named Penney Avenue.

In Favour: 7      Opposing: 0

**Decision:** Motion carried.

## **Tenders**

The Committee reviewed six tenders as attached and is recommending awarding each tender to the lowest bidder as submitted and forwards it to the finance committee for their consideration.

### **F. Finance & Administration Committee:**

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

The Finance & Administration Committee was held on April 24, 2014. The meeting was chaired by C. Abbott, Deputy Mayor. Other members present included: G. Parrott, Councillor; W. Lorenzen, Councillor; G. Brown, Director of Finance.

The following items were discussed:

## Property Tax Reductions

The Committee reviewed nine residential property tax reduction applications which have been submitted in accordance with Council's policy on tax reductions for residential property. The Director advised that the application met the requirements of Council Policy and recommended approval.

### Motion #14-091

#### Property Tax Reductions

Moved by Deputy Mayor Abbott and seconded by Councillor Parrott that the nine property tax reduction applications be approved as attached.

In Favour: 7      Opposing: 0

**Decision:** Motion carried.

## Tender - Supply of Trees

The Finance Committee reviewed the Tender for the Supply of Trees for which two bids were received.

### Motion #14-092

#### Tender – Supply of Trees

Moved by Deputy Mayor Abbott and seconded by Councillor Parrott that the Tender for the Supply of Trees be awarded to Sheridan Nurseries Ltd. at a price of \$15,231.27 HST Inclusive.

In Favour: 7      Opposing: 0

**Decision:** Motion carried.

The tender price for the trees is \$4,557 over budget.

## Tender – Supply and Install A/C Unit at Library

The Finance Committee reviewed the Tender for the Supply and Installation of an A/C Unit at the Library for which ten bids were received.

**Motion #14-093**

**Tender – Supply and Install A/C Unit at Library**

Moved by Deputy Mayor Abbott and seconded by Councillor Anstey that the Tender for the Supply and Installation of the A/C Unit at the Library be awarded to Atlantica Mechanical at a price of \$21,517.13 HST Inclusive.

In Favour: 7      Opposing: 0

**Decision:** Motion carried.

The tender price for the A/C unit is \$11,435 under budget.

**Tender – Gas Tank & Monitoring System**

The Finance Committee reviewed the Tender for the Gas Tank & Monitoring System for which two bids were received.

**Motion #14-094**

**Tender – Gas Tank & Monitoring System**

Moved by Deputy Mayor Abbott and seconded by Councillor Parrott that the Tender for the Gas Tank & Monitoring System be awarded to Petroleum & Environmental Services Inc. at a price of \$48,610.68 HST Inclusive.

In Favour: 7      Opposing: 0

**Decision:** Motion carried.

The tender price for this item is \$10,460 over budget.

**Tender – Pick Up, Crew Cab, 4x2, 8' Box**

The Finance Committee reviewed the Tender for a 4x2 Crew Cab Pick Up Truck with an 8' Box for which four bids were received.

**Motion #14-095**

**Tender – Pick Up, Crew Cab, 4x2, 8' Box**

Moved by Deputy Mayor Abbott and seconded by Councillor Lorenzen that the Tender for the 4x2 Crew Cab Pick Up Truck with an 8' Box be awarded to Terra Nova Motors at a price of \$36,548.72 HST Inclusive.

In Favour: 7      Opposing: 0

**Decision:** Motion carried.

**Tender – Pick Up, Crew Cab, 4x4, 6.5’ Box**

The Finance Committee reviewed the Tender for the 4x4 Crew Cab Pick Up Truck with a 6.5’ Box for which four bids were received.

**Motion #14-096**

**Tender – Pick Up, Crew Cab, 4x4, 6.5’ Box**

Moved by Deputy Mayor Abbott and seconded by Councillor Parrott that the Tender for the 4x4 Crew Cab Pick Up Truck with a 6.5’ Box be awarded to Jim Penney Ltd. at a price of \$40,075.45 HST Inclusive.

In Favour: 7      Opposing: 0

**Decision:** Motion carried.

**Tender – Pick Up, Crew Cab, 4x4, 8’ Box**

The Finance Committee reviewed the Tender for the 4x4 Crew Cab Pick Up Truck with an 8’ Box for which four bids were received.

**Motion #14-097**

**Tender – Pick Up, Crew Cab, 4x4, 8’ Box**

Moved by Deputy Mayor Abbott and seconded by Councillor Parrott that the Tender for the 4x4 Crew Cab Pick Up Truck with an 8’ Box be awarded to Terra Nova Motors at a price of \$40,399.76 HST Inclusive.

In Favour: 7      Opposing: 0

**Decision:** Motion carried.

The total cost of the 3 vehicles after HST rebate is \$111,845.88 which is \$5,345.88 over budget. Sale proceeds from the three vehicles being replaced will cover most of the overage.

Council had budgeted to replace 4 light vehicles in 2014 but is only replacing 3 due to the cost. Municipal Works will review their capital budget to see if there are sufficient savings to purchase the fourth vehicle.

The Mayor joined the Committee meeting.

## **2013 Audit**

The Director of Finance circulated a document from our Auditors, Grant Thornton, related to the 2013 Audit. It outlines the roles and responsibilities of each of the parties concerned, including Council, Management as well as the Auditors.

The CAO joined the Committee meeting.

## **2013 Financial Report**

The Committee reviewed the unaudited financial report for the year 2013. In 2013 there was a deficit of \$20,996. Council is carrying forward a small deficit from 2012 so the accumulated deficit is now \$58,291.

### **Revenues**

Revenues for 2013 were \$13,082,186 which was approximately \$200,000 under budget. Major revenue variances included the following:

- There were \$221,286 of unbudgeted land sales.
- Police revenues were down \$56,000 due to a variety of reasons including staff shortages and broken equipment.
- Building Permits were \$9,600 over budget.
- Ice Rentals at the Community Centre were \$28,000 over budget.
- The Municipal Operating Grant from the Province was eliminated which costing us \$360,900.

### **Expenditures**

We were \$170,762 under the budget of \$13,274,000.

Major expenditure variances include the following:

- Organizational Review was budgeted for 2013 but was deferred saving \$60,000.
- Audit fees were up \$13,800 due to the requirement to have an actuarial review of Sick Leave and Termination Benefits.
- Equipment Rentals for Sewage Treatment were \$15,500 under budget, as a result of us being allowed to dispose of our sludge at our existing landsite rather than have to truck it to Norris Arm.
- Curbside Collection Costs are \$41,700 over budget due to the Spring Clean Up.

- Debt charges are \$86,325 under budget due to our 2012 Capital Loan coming in at a lower interest rate than had been budgeted.
- Labour costs were \$188,000 under budget due to a combination of factors including individuals on Workers Compensation and delays in hiring staff replacements or vacancies.

**6. ADMINISTRATION**

None.

**7. CORRESPONDENCE**

None.

**8. NEW BUSINESS**

**Clara Hughes**

Deputy Mayor Abbott noted that Clara Hughes was in Town last week on a cross Canada bike ride to raise funds for mental illness and that this was a function sponsored by the Family Resource Centre.

**9. ADJOURNMENT**

**Motion #14-098**

**Adjournment**

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

In Favour: 7      Opposing: 0

**Decision:** Motion carried.

The meeting adjourned at 5:35pm.

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**C. Elliott, Mayor**

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**G. Brown, Town Clerk**