

MINUTES

Regular Meeting of Council
Wednesday, June 10, 2015 @ 4:30 pm
Council Chambers

Present:

C. Elliott	Mayor
W. Lorenzen	Councillor
G. Parrott	Councillor
B. Dove	Councillor
R. Anstey	Councillor
S. McBreairty	Councillor

Advisory and Resource:

D. Chafe	CAO
S. Fisher	Town Clerk (A)
K. Hiscock	Director of Finance (A)
J. Blackwood	Director of Engineering
S. Burbridge	Director of Municipal Works
N. Newell	Director of Recreation & Community Services
P. Fudge	Fire Chief

Regrets: C. Abbott Deputy Mayor

1. CALL TO ORDER

The Meeting was called to order at 4:40pm.

2. VISITORS/PRESENTATIONS

None.

3. MINUTES FOR APPROVAL

Motion #15-126

Minutes for Approval

Moved by Councillor Parrott and seconded by Councillor Dove that the Minutes from the Regular Meeting of Council on May 20, 2015 be adopted as presented.

In Favour: 6 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 June 1, 2015. The meeting was chaired by W. Lorenzen, Councillor. Other members present included: B. Dove, Councillor; G. Parrott, Councillor; P. Fudge, Fire Chief; W. Jenkins, Municipal Enforcement Officer; L. Small, Administrative Assistant.

The following items were discussed:

Public Safety

The Committee received an update on the Traffic Lights at the Markham Place intersection from the Municipal Works Department and there will be no changes to the sequence at this time.

Correspondence – Local Schools

The Committee reviewed correspondence from two local schools in response to the Town’s request to have Municipal Police speak with students on the safety issues and regulations for the use of ATV’s and dirt bikes etc.

Unfortunately, due to the lateness of the school year and Police scheduling, a full presentation will now have to be postponed until the fall. The Municipal Officers will, however, meet with the students in a different setting on school grounds for a more in-formal session prior to the end of classes on June 12. The Officer-In-Charge will contact the administrators to make the arrangements.

Complaint Letter, Dirt Bike Regulations

The Committee reviewed a letter from the parent of a dirt bike owner who was recently fined under the Highway Traffic Act and had the bike impounded. The parent expressed his understanding that rules are rules and all types of ATV users have to follow them, however, in this case he felt it was “excessively punitive and reactionary”.

The Town has been diligently trying to inform residents that due to ongoing problems and complaints of excessive speed on trailways, damage to property, noise issues etc. the rules would have to be enforced to drive the message home. This information has been on the Town Website and on social media and last fall there was an “information checkpoint” set up by our officers at the trailway entrance inviting drivers to stop and receive the information right there. If someone owns or drives a dirt bike, the information on insurance, licensing etc. has been made available, however, like any vehicle owner; the onus is on them to find out the rules before they drive it.

The Committee has asked that the resident be written and advised that, as indicated on the summary offence ticket, he has the option to appeal it by contacting the Provincial Court.

Crosswalk Removal

The Committee received a request from Municipal Works to remove the crosswalk in front of the Town Hall as there is one nearby at the Needs Store and another at Nungesser Street. The Nungesser one does not cross Elizabeth Drive, and the one at the Town Hall entrance is frequently use by children going to school.

The Committee did not see the merit in removing the crosswalk at this location and has declined the request.

Maintenance Orders – 136 – 142 Bennett Drive

The Fire Chief advised the Committee that the department has issued maintenance orders for repairs to a parking lot in Town.

Motion #15-127

Maintenance Orders – 136 – 142 Bennett Drive

Moved by Councillor Lorenzen and seconded by Councillor Parrott that Maintenance Orders for parking lot repairs for 136- 142 Bennett Drive be ratified.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Administration Fee

The Committee was informed that the confiscation of vehicles is costly and time consuming for the town and it was suggested that an administration fee be added to this process. Officers are tied up for hours with this type of activity and the towing charges are paid by the driver, but no funds are recouped for the town.

The Committee would like to see this investigated further and has asked that that staff check to see if other communities may have this type of fee.

Lighting Request- Kingsford Smith/Mifflin Place

The Committee received a request for the installation of a street light on the trail connecting Kingsford Smith to Mifflin Place. The area is used by a lot of seniors.

The Committee is referring this item to the Municipal Works Committee for their input on the cost and logistics of a pole installation at this location.

HazMat Exercise

The Fire Chief informed the Committee that on June 14th, a HazMat Exercise will be conducted at the Water Treatment Plant on Armstrong Boulevard. Notifications will be put on the Town of Gander Website and Social Media.

Fire & Emergency Services Training School

The Committee Chairman expressed his congratulations to all involved in the Fire Training School which was held in Gander during the last week of May. The feedback on this event has been very positive from those who attended and various organizations.

The Fire Chief, Municipal Officer and Administrative Assistant left the Committee meeting.

The HR Supervisor and HR Workterm Student arrived at the Committee meeting.

Human Resources

OH&S Employee Contractor Orientation Policy

The Committee reviewed OH&S Employee Contractor Orientation Policy. The HR Supervisor presented the policy for its second reading and advised that no changes were required. The Committee concurred with the policy as presented and recommends its adoption.

Motion #15-128

OH&S Employee Contractor Orientation Policy

Moved by Councillor Lorenzen and seconded by Councillor McBreairty that the OH&S Employee Contractor Orientation Policy be adopted, as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Illness, Births and Bereavement Policy

The Committee reviewed and agreed to the proposed changes to the Illness, Births and Bereavement Policy and recommends its adoption.

Motion #15-129

Illness, Births and Bereavement Policy

Moved by Councillor Lorenzen and seconded by Councillor Parrott that the Illness, Births and Bereavement Policy be adopted, as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Moving Allowance Policy

The Committee was presented with proposed changes to the Moving Allowance Policy, however, does not agree with the changes. The Committee requests that the Policy remain unchanged from the original dated 2009 with the exception of Point 2 under the Guidelines Section.

This Section should read "Reimbursement rates will be calculated at a rate of 0.43 per km as per Policy #A005 up to a maximum of \$2500.

Motion #15-130

Moving Allowance Policy

Moved by Councillor Lorenzen and seconded by Councillor Dove that the Moving Allowance Policy #P042 be approved, as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

B. Parks & Recreation Committee:

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

The Parks and Recreation Committee was held on June 1, 2015. The meeting was chaired by S. McBreairty, Councillor. Other members present included: C. Abbott, Deputy Mayor; N. Newell, Director of Recreation and Community Services.

The following items were discussed:

Dog Park

Town staff met with the Dog Park Committee and the Gander Rotary Club at the proposed site for the new Dog Park and asked them to forward any comments back to the Department. The Committee reviewed the feedback and feels that the proposed location is best suited and would like to commence with the tender process. The Committee would like to thank both the Gander Rotary Club and the Dog Park Committee for their input in the process to date.

Land Development Use

The Committee discussed the policy on green space that is currently in place for new land developments for residential land developments. The Director advised that this was discussed during the Recreation Master Plan consultations. It was also advised that the master plan will likely capture work that needs to be completed in the future.

Abbott's Catering Re Hospitality Rooms

The Committee reviewed information that was presented in February regarding concerns from the Community Centre concessionaire with regard to hosting skating/hockey tournaments. The Director advised that she would meet with the operator of the canteen to discuss options as well as notify groups such as minor hockey and figure skating what food items will be permitted during tournaments.

Stewardship Association of Municipalities (SAM) Annual General Meeting

The Chairperson attended the SAM Meetings in Flatrock from May 22nd – 23rd and will be providing an update to Council.

Recreation NL Conference

The Director advised that the 44th Recreation NL Conference was held in Gander May 21-23 and had a great turnout. There were over 100 delegates including recreation practitioners, administrators, and arena operators. This year's conference focused on the importance of recreation for both physical and mental health benefits.

C. Economic & Social Development Committee:

The Economic Development Committee report was presented by Councillor Anstey.

The Economic Development Committee meeting was held on June 2, 2015. The meeting was chaired by S. McBreairty, Councillor. Other members present included: B. Dove, Councillor; R. Locke, Manager of Economic Development.

The following items were discussed:

Accessing Future Residential Development Area

The Committee reviewed a recommendation from Management which stated: "Due to the high cost of constructing a road on the dead between St. Paul's and Gander Collegiate, management recommends accessing the site through Carr Crescent". Staff still plans to engage the school board about the possibility of granting a 2nd site access between the two schools.

Council can control this development through zoning and criteria set forth in the Request for Proposals. Once Council approval is granted, the Engineering Department can begin the planning process. Estimated timeframe for start of construction is Spring 2016.

The Committee agreed with Management and is recommending to Council for approval to begin the planning process for this comprehensive residential development in the Little Cobb's/Freedom Village area.

Work-Term Student-Business Liaison Coordinator

Staff advised the Committee that a work-term student has been hired for the position of Business Liaison Coordinator for a four month period ending in August 2015.

This person was hired to help the Department update our current business directory and obtain information about some of the barriers/obstacles facing our local business community. The information gathered will be analyzed and a report will be provided identifying common themes expressed through the business community.

Based on recommendations provided, staff will try to develop solutions in an effort to support business growth in the Town of Gander.

The Committee would like to encourage the business community to participate in a short survey to help obtain all necessary information for the successful completion of this project.

Please be advised that all information collected will remain strictly confidential.

The Economic Development Committee would like to thank the business community in advance for their cooperation.

HBB Application-159 Penwell Avenue

The Committee reviewed an application from the resident of 159 Penwell Avenue.

WHEREAS an application has been received from “Central Beauty” to operate a Home-Based 1 chair/1 client hair salon business;

AND WHEREAS the advertising and discretionary use notices were posted with no objections received by the deadline date of May 27th, 2015 and it meets all of the Town of Gander’s Regulations;

Motion #15-131

HBB Application – 159 Penwell Avenue

Moved by Councillor Anstey and seconded by Councillor Dove that “Central Beauty” be permitted to operate a Home-Based 1 chair/1 client hair salon business from 159 Penwell Avenue.

In Favour: 6 Opposing: 0

Decision: Motion carried.

HBB Application-33 Howe Street

The Committee reviewed an application from the resident of 33 Howe Street.

WHEREAS an application has been received from “Cheeky Boutique” to operate an E Commerce clothing business;

AND WHEREAS the advertising and discretionary use notices were posted with no objections received by the deadline date of May 15th, 2015 and it meets all of the Town of Gander’s Regulations;

Motion #15-132

HBB Application – 33 Howe Street

Moved by Councillor Anstey and seconded by Councillor Dove that “Cheeky Boutique” be permitted to operate an E Commerce clothing business from 33 Howe Street.

In Favour: 6 Opposing: 0

Decision: Motion carried.

HBB Application-45 Memorial Drive

The Committee reviewed an application to operate a dog kennel/boarding business from the resident of 45 Memorial Drive. As the business does not meet all of the Town of Gander’s Regulations, the Committee has denied the application. It should be noted that one objection was received and considered.

Commercial Land Sales Policy

The Committee reviewed proposed changes to the Land Sales Policy and referred this item to the Finance Committee for review, consideration and recommendation.

The majority of the changes addressed the development timetable and the amount required for down payment.

The proposed changes will attempt to eliminate land speculation thereby holding up land from other interested parties.

D. Tourism Committee:

The Tourism Committee report was presented by Councillor Dove.

The Tourism Committee meeting was held on June 2, 2015. The meeting was chaired by B. Dove, Councillor. Other members present included: C. Abbott, Deputy Mayor; S. McBreairty, Councillor; K. Sceviour, Special Event Coordinator.

The following items were discussed:

Delegation: C. Abbott, Destination Gander

Delegation – Destination Gander

The Marketing Manager for Destination Gander gave a brief overview of their activities during the past few months. They are currently working on their Quad-a-Palooza event which has 150 participants registered already and the marketing campaign has not begun yet. Due to the success of past events and the growing number of people who would like to participate, Destination Gander is working diligently to rework the event plan and is requesting the help of the Town of Gander, especially the Municipal Works Department to dig out the event pits and prepare the site.

The Committee feels this event is a priority for the Town of Gander and we cannot afford to lose traction of the success of this event due to similar events being organized across the province. The Committee believes that we need to reallocate resources from Municipal Works to assist with the preparation of Quad-a-Palooza and would like the Municipal Works Department to quantify the cost of giving three days of labour to this project. Once quantified, the Committee will be making a recommendation to Council.

The following topics were also discussed:

Compassion Monument – Destination Gander would like to take the lead role in kick starting a fundraising campaign for this project. This monument would stand as a symbol of the compassion and generosity of the people of Gander and surrounding areas.

Motion #15-133

Compassion Monument

Moved by Councillor Dove and seconded by Councillor Lorenzen that Council approve Destination Gander to begin raising funds for the Compassion Monument.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Website – The Town of Gander and Destination Gander websites should play off each other as Destination Gander's website promotes not only conferences but local events and tourism. The Committee thinks this is a wonderful idea and will pass this information to the IT Department to ensure that the Tourism section of our website has a direct link to Destination Gander.

Ride for Sight – Destination Gander and the Town have been working with the Ride for Sight Committee to make the 2015 event a success. There has been a decline in participants over the past few years and this is causing concern. It is believed to be stemming from the two night minimum that is currently imposed by Steele Hotels.

Both the Marketing Manager and the Event Coordinator have been hearing complaints about the minimums from visitors of various trade shows they attended this year.

The Committee is very concerned about this and will be sending a letter to Steele Hotels regarding this matter.

T’Railway Request for Proposal (RFP)

Destination Gander has been working with the Chamber of Commerce on the wording for the T’Railway RFP and is hoping to have it ready within the next 2-3 weeks. Once complete, the T’Railway Master Plan should include recommendations to improve connectivity, incorporate multi-use and development going forward.

The Committee would like to take this opportunity to congratulate Destination Gander and Gander International Airport on winning Adventure Central’s Bergy Awards. Destination Gander won the Digital Marketer for the Year which highlights a variety of achievements in the area of marketing using technology. The Airport won the Pinnacle Award which recognizes an individual or organization who gives selflessly of their time and energy to champion the interests of this industry. We are so proud to partner with both of these organizations!

Destination Gander representative left the Committee meeting.

Delegation Item omitted from Minutes

The previous minutes of the Tourism Committee from May 12 were reviewed and it is noted that there was an error in the minutes. Destination Gander was supposed to attend the meeting but could not as they were participating in the Recreation Master Plan discussions with Tract Consulting.

Tourism Awareness Luncheon

May 31 through June 6 marks Tourism Week across Canada, an opportunity to celebrate the tremendous social and economic value of the country’s tourism sector. During the week, national and provincial tourism industry leaders showcase the economic impact and social benefits of the tourism and travel sector. The Gander and Area Chamber of Commerce will be hosting a Tourism Luncheon at the Inn at Happy Adventure on Thursday, June 4th and the Honourable Sandy Collins will be the guest speaker. The Tourism Committee Chair and the event staff will be attending on behalf of the Town of Gander.

Kite Festival - Dieppe

The Committee reviewed a travel request for the Event Coordinator and an Event Planner to attend the Kite Festival in Dieppe, NB from August 14 – 17, 2015. The event staff is working diligently to organize a full day event for the Festival of Flight that will have not only kite making sessions but also the showcase kite fliers/demonstrators from Canada. Currently staff does not have contacts in the kite flying industry and have been in contact with a number of kite fliers/demonstrators who will be attending the Dieppe Festival and who have agreed to introduce staff to other kite fliers who may want to participate in future Festival kite events.

The Committee believes this is a wonderful opportunity and recommends that both the Event Coordinator and the Kite Event Planner attend the Kite Festival in Dieppe. Monies saved from the Event Coordinator not attending a special event conference will be used for this trip.

LAV III Monument Program

The Committee reviewed an email regarding the LAV III Monument program which recognizes the service of the Canadian Armed Forces in Afghanistan by providing up to 250 replica LAV IIIs (Light Armoured Vehicles) to qualifying communities throughout Canada. It was agreed that while this is a worthwhile project, the Town will not be participating but will forward the information to 9 Wing Gander for their consideration.

Celebrate Canada Program

The Town is pleased to announce that it has been approved for a grant in the amount of \$3,300 for its Canada Day Celebrations as part of the Celebrate Canada Program. Taking place on July 1, 2015, the Town's Canada Day celebrations will be at Cobb's Pond Rotary Park and will include entertainment and games for all ages!

Festival of Flight

Kitchen Party Entertainment

The Town of Gander is pleased to announce the lineup for the 2015 Kitchen Party! Taking place on Saturday, August 1st at the Gander Community Centre, the lineup will feature the band Generations and Gander's own Airship XL and the Hellhounds. Ticket pricing and more information will be available in the coming weeks.

Festival Parade

We are happy to announce that we will once again be hosting a parade during the 2015 edition of the Festival of Flight! Last year, the parade was not held due to low participation in 2013 but due to many comments from residents, the Department is going to try to organize a parade again. We are asking local organizations, businesses, and residents to please help by entering a float, bicycle or vehicle in the parade. The parade route will also be changed as past participants have had issues with the length. Anyone wishing to assist with the parade or be a part of the parade is asked to contact the Events Office at 651-5958 or email sfrancis@gandercanada.com.

The Monarchist League of Canada

A letter was reviewed inviting the Town to participate in a ceremony to celebrate the Queen's Reign, the longest in our modern history. Taking place on September 9th, this event will consist of a noon time ceremony that would allow citizens to share a tribute to The Queen on this special day. The Committee felt this would be a wonderful event to host and be a part of.

E. Municipal Works & Services Committee:

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

The Municipal Works & Services Committee was held on June 3, 2015. The meeting was chaired by G. Parrott, Councillor. Other members present included: W. Lorenzen, Councillor; J. Blackwood, Director of Engineering; D. Moulton, Supervisor of Municipal Works.

The following items were discussed:

ENGINEERING

Plan Amendment - 10 Roe Avenue

The Town of Gander has received an application to amend the current Gander Municipal Plan and Development Regulations to permit the operation of a Repair Garage at 10 Roe Avenue. The area is currently zoned as "**Commercial General**".

Repair Garage is a "**General Industry**" use and is currently not permitted in the Commercial General Zone. The application has been reviewed.

Motion #15-134**Plan Amendment – 10 Roe Avenue**

Moved by Councillor Parrott and seconded by Councillor Anstey that the Engineering Department be given permission to proceed with an amendment process of the Gander Municipal Plan and Development Regulations to add "**General Industry**" to the **Discretionary Use Classes** of the **Commercial General (CG)** use zone tables in the Town of Gander's Development Regulations 2009-2019.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Conditions governing this use may also be introduced.

Re-Inspection fee

The Committee reviewed a proposed renaming of the accounts for re-inspection fees which would better reflect the actual practice and accounting for budgetary purposes. The Committee was in agreement and forwards it to the Finance Committee for their consideration.

Correspondence – 14 Melvill Place

The homeowner of 14 Melvill Place wrote the Committee expressing their concerns and discontent with the fact that the proposed walkway adjacent to their house has not been completed. Their house has been constructed for over five (5) years and they think it is long overdue for this infrastructure to be installed.

The Director advised the Committee that this was one of the outstanding deficiencies under that phase of development in Spruce Court and that discussions with the Town's Lawyers are ongoing about the best approach to take to have this work completed. This information will be communicated to the homeowner.

Trimart Investments Ltd. - 18 McCurdy Drive

The owner of 18 McCurdy Drive, Trimart Investments Ltd., have requested that Council cost-share an arrangement on the parking lot which they are about to remediate. Over the past number of years their parking lot has deteriorated to the point where it needs to be resurfaced with asphalt and as well, directly adjacent to McCurdy Drive there used to be an asphalt walkway which was put in place by the Town of Gander. The owner is requesting that Council compensate him for a portion of their parking lot which would encompass the former sidewalk on a cost-shared basis.

The Committee reviewed the request and is not recommending reimbursement for a portion which would cover the previous sidewalk. The rationale is that once the street is redone there will no longer be any asphalt sidewalks and in fact it will be done with concrete sidewalk as per new design standards.

The Committee also pointed out that the remediation or site work to be carried out on this property would have to follow the new landscaping regulations and indicated that they wish to have this relayed to the proponent.

Proposed Road Realignment – Cecon Development Corporation

The Committee reviewed correspondence from Cecon Development Corporation with regards to a road realignment including an amendment to an existing development agreement to see an extension to the end of Mitchell Street as per project drawing No. 5109 as attached.

After careful review, the Committee raised some concerns with the proposed alignment, the first was that if the road were to be extended in the future there would be an abnormal bump-out on both sides of the street, otherwise the street would have to be cut on both sides with new curb, sidewalk, and asphalt installed, as well an alignment and realignment of the four (4) adjacent properties.

This has caused some problems in the past under similar circumstances, and if this alignment were to go ahead there would have to be a written agreement between the Purchasers of the adjacent lots to be transferred from Cecon Development Corporation to the Town of Gander upon transfer of this subdivision.

The Committee is requesting that the Director discuss with Cecon Development Corporation a possibility of placing the turnaround past the end of the street to eliminate this problem, and to have the land or an easement on the land outside of this property transferred over to the Town upon transfer of the subdivision.

The Director advised that he would make the necessary arrangements and deal with Cecon Development Corporation on the proposal as attached.

Dickins Street Resurfacing

The Director advised that when Dickins Street was constructed, upon the sale of the lots the proceeds from the sale was earmarked to be used for the completion of the street which was originally done to base course asphalt and is now in need of the finish course as the street has been essentially completely built out. The Director also advised that the department plans to go to tender for the street resurfacing in the coming weeks.

Development Application – Cecon Subdivision of Lot 35, Cochran Street

The Committee reviewed an application for the subdivision of Lot No. 35 Cochran currently owned by Cecon Development Corporation. Our Planning and Control Technician advised that the request, as presented, met all of the Town of Gander's Development Regulations, Zoning, and By-laws, and therefore recommends approval of this subdivision.

Motion #15-135**Development Application – Cecon Subdivision of Lot 35, Cochran Street**

Moved by Councillor Parrott and seconded by Councillor Lorenzen the subdivision of lot #35 Cochran Street be approved as submitted.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Correspondence – 1B Memorial Drive

The owner of 1B Memorial Drive has written Council indicating that she is aware that there is ongoing construction adjacent to her property and wishes to convey that she has concerns about the construction encroaching upon her property and destroying trees she has worked many years to establish. It could also potentially devalue her property which is currently on the market for sale and in closing she reiterated that she was not giving permission to the Town of Gander, or any contractor hired by the Town of Gander to move onto her property for the purpose of digging up, removing fences, trees, or in any other way causing damage to her property.

The Director advised that under the *Municipalities Act* the Town did have the right to move on to the property for the instillation of services, which he explained were essential to the safe and efficient operation in the reconstruction of sanitary services. He has contacted the homeowner and indicated that contractors working for the Town of Gander would do whatever was in their control to minimize the impact on her property and once the work was complete, reestablish to the best of their ability to its preconstruction condition.

Gander Community Tennis Association

The Committee reviewed correspondence from the Gander Community Tennis Association, which was also reviewed in the previous committee meeting, however, one component was missed which was the request to place the building to the rear of their property and therefore establishing a building line far beyond what would typically be considered acceptable under the Town of Gander's Development Regulations.

The Committee had a lengthy discussion after which they are recommending that the request as presented, be denied. The Committee felt that it was a bad precedent to set and that it would take away from the curb appeal of that property as well as properties to come in the future.

MUNICIPAL WORKS

Invoices for Approval

There were two invoices presented for approval. The first was from Continental Carbon Group Incorporated for Anthracite sand, in the amount of \$14,117.09, the second was for Danes River Chemical Corporation, in the amount of \$11,409.86 for Sodium Carbonate totaling \$25,526.95.

The Supervisor advised that the goods had been received and met the specifications as requested and therefore, the Committee recommends payment of the invoices as attached and forwards them to the Finance Committee for their consideration.

Correspondence – McDonald’s Restaurant

The Committee reviewed correspondence from the owners of McDonald’s Family Restaurant in which they indicated they were experiencing operational and more importantly, safety concerns with their entrance from the parking lot onto Laurell Road. They are requesting permission from Council to temporarily close out that entrance with jersey barriers and when time permits to permanently close it with the appropriate landscaping.

The Committee was in Agreement with this request and grants permission to McDonald’s Family Restaurant to temporarily close out the parking lot entrance onto Laurell Road with jersey barriers. The permission is contingent upon temporary closure giving them 30 days to make arrangements to have it permanently closed out with proper curb, landscaping and complete remediation of that area.

Proposed Ban on Non-Manual Watering Devices

The Supervisor of Municipal Works advised the Committee of concerns in past years about water consumption within the Town of Gander and expressed that although the Town has a somewhat inexhaustible resource for potable water, the cost and the capacity of pumping and treating this water to distribute to our residents is not inexhaustible. This has been stressed in past years during warm temperatures when consumption is up through residential watering and other such usages. He then presented to the Committee an example of a Water Conservation Order from a neighbouring community and guidelines to be followed in the implementation of such order.

Staff is in the process of preparing a Water Conservation Order Regulation and will bring it back to the Committee for their review and recommendation to Council.

Council would like to remind residents that although, as previously mentioned, our water supply is seemingly inexhaustible, there is a significant cost to process that water through our treatment plant, and have it distributed throughout the community and noted that the equipment in place to do so does have a limited capacity. Unwise use of potable water can result in unnecessary cost as well as potential safety concerns in the event of a fire where low pressure throughout the distribution network can be experienced.

Council would like to thank its residents for their cooperation in the mind-full use of this valuable resource.

F. Finance & Administration Committee:

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

The Finance & Administration Committee was held on June 3, 2015. The meeting was chaired by C. Abbott, Deputy Mayor. Other members present included: W. Lorenzen, Councillor; G. Parrott, Councillor; K. Hiscock, Director of Finance (A).

The following items were discussed:

Invoices for Approval

Operating

AS RECOMMENDED BY THE MUNICIPAL WORKS & SERVICES COMMITTEE JUNE 3, 2015

1. Continental Carbon Group Inc. 00-400-1000-6405, Anthracite, sand Budget 30,000 Spent to date zero	14,117.09
2. Thames River Chemical Corp. 00-400-1000-6410, sodium carbonate Budget 58,000 Spent to date 17,084	11,409.86
Total operating invoices for approval	<u>\$25,526.95</u>

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

Motion #15-136
Invoices for Approval

Moved by Councillor Lorenzen and seconded by Councillor Parrott that the invoices be paid as presented.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Commercial and Residential Land Sales

The Committee reviewed the Land Sales Policy #D001 with the proposed changes recommended by the Development Committee. These changes included splitting the Policy into two Policies – one for Residential and another for Commercial Land Sales.

They also recommended increasing the down payment from the current 10% of the purchase price to 20%. Also, the Purchaser will be granted a period of twenty four (24) months to reach first floor completion up from the current 18 months. However, the option to extend the construction by an additional 18 months was eliminated.

The Policy has been presented for the first reading.

Professional Grading & Contracting Ltd.

The Committee reviewed a letter from Professional Grading and Contracting Ltd. requesting an extension of 60 days from the required date to complete their building on Baird Place. The inclement weather and delayed spring thaw were the reasons given for the delay.

The Committee felt that 30 days would be appropriate as a one-time extension from the required date.

Motion #15-137
Professional Grading & Contracting Ltd.

Moved by Councillor Lorenzen and seconded by Councillor Parrott that Professional Grading and Contracting Ltd. be given a one-time extension of 30 days for first floor completion of their building on Baird Place.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Property Tax Reductions

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

Motion #15-138

Property Tax Reductions

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

In Favour: 6 Opposing: 0

Decision: Motion carried.

4 Memorial Drive – Call out Charge Reversed

The Committee reviewed a letter from the owner of 4 Memorial Drive requesting charges for a callout by the Town be reversed due to the service being performed on his property during business hours.

The Committee reviewed the overtime notes which identified that the property owner called the Fire Department at 6:26 p.m. on April 21 regarding a water leak. As a result, a Water & Sewer employee was called out at that time to assess the leak.

As a result, the Committee feels that the charges were justifiable and is not recommending they be reversed.

G. Other Committee Reports

Gander Heritage Advisory Committee Meeting

Councillor Lorenzen presented the following report:

The Gander Heritage Advisory Committee was held on May 26, 2015. The meeting was chaired by W. Lorenzen, Councillor. Other members present included: Dr. Peter Blackie, Catherine Chafe (by telephone), Grant Genova, Clane Moss, Joanne Power, Noel Rideout, Sid Small and Sharon Moulton

The following items were discussed:

**Review of Previous Minutes
Commonwealth War Graves**

A discussion took place on the importance of the Commonwealth War Graves is to Gander's heritage and agreed that Dunley Peyton of the War Graves should be invited to participate on the Heritage Advisory Committee and if he isn't available to participate then we invite him to a meeting to discuss the War Graves. The resource person will write a letter to Mr. Peyton to this effect.

Review/Adoption of Mandate

The Committee reviewed the Mission Statement and requested a few changes be made. It was agreed that Catherine will make the suggested changes and circulate to members and add it to the agenda for next meeting.

Honouring Founding Fathers

The Committee reviewed the Naming of Streets and Buildings policy and after much discussion agreed that no changes were required to the Street Naming portion; however, felt that the Building portion of it could be changed to include naming buildings after our Founding Fathers.

Noel suggested that first founding fathers could be our 1st Council members or the first citizens who built houses in Gander, and Ms. Chafe stated that "Founding Fathers" need to be clarified.

Mr. Genova suggested we ensure that any signs or plaques to be associated with the honours program be of sufficient size so that they are easily seen by the public; proper lighting is also important. We should strive to create a consistent brand so its elements are easily recognizable wherever they may appear throughout the community.

A discussion took place on the great number of trails in our community and whether they should be renamed. Ms. Power stated that we need to be careful of renaming the trails as the older generation are familiar with their names today; however, the younger generation is not familiar with the trail names.

Mr. Genova inquired whether anyone has done a map of the trails in Gander and was advised that while some trails are on the Town map a lot of them are not. He suggested that this would be a good idea to have done.

The Mayor left the Committee meeting and Councillor Anstey assumed Chair.

Atlantic Wings

Ms. Chafe voiced her concerns with regard to the Atlantic Wings exhibit being removed from the Airport without the Town being notified of the decision. She feels that someone should have been notified before it was removed. She advised that she was speaking with an employee with The Rooms who confirmed that the exhibit was not a permanent exhibit for the Airport. It was provided to the Airport under a licensing agreement. She was also advised that The Rooms were responsible for the monitoring of the exhibit and periodically assessing its condition.

The Committee questioned what role or function it can provide moving forward, and it was agreed that the resource person will write a letter to the Airport Authority advising of the creation and purpose of the Committee and offering its advice and assistance on any heritage-related issues the Authority may address in future. As well, extend an invitation to become a member of our Committee.

The Chair voiced his concern with regards to the community losing artifacts.

Mr. Genova left the Heritage Committee meeting at 4:05 p.m.

Upcoming Heritage Events

Ms. Chafe advised the Committee of two upcoming heritage events. A Memorial Ceremony will take place at the Czechoslovakian crash site on June 27 and the Queen's Own Rifles will hold a 75th Anniversary celebration and unveiling of a marker for the occasion, taking place from August 7-9. The marker ceremony is taking place at the Gander Memorial Park.

The Committee was advised that a member of Council will be attending both events.

Recruiting new members

The Committee discussed recruiting new members to the Committee and felt that a member of the Legacy Committee and the Gander Airport Historical Committee would be an asset to have and they agreed that given the history/background of Rick Stead that he too would be an asset to the Committee. The resource person will write letters to all three inviting them to become members of our Committee.

Heritage Sites

The Committee questioned how much ownership of the heritage sites in Gander does Council have authority on and who is responsible for the upkeep of the land. The Chair was asked to discuss these inquiries with Council and report back to the Committee.

Other

North Atlantic Aviation Museum – Ferry Command Anniversary Gala

Mr. Small advised that the North Atlantic Aviation Museum is planning a fundraising gala to celebrate the 75th anniversary of the first flight of Hudson bombers from Gander to the UK in November of 1940. Funds raised would go toward the construction of a Ferry Command Memorial Hall, which would house North America's last intact Hudson bomber and create a permanent memorial to the men and women of Ferry Command, as well as providing much needed additional display and programming spaces for the Museum. The gala is tentatively scheduled for Nov. 10, to be held in the International Lounge at Gander International Airport. More details to follow.

Commemorative Plaque

Mr. Moss mentioned that he found a plaque dated 1955 commemorating the Official Opening of Gander’s current town site. Given the importance of the plaque, he is hoping to find a place for it. The Committee agreed to find and recommend a location for the plaque.

Date of Next Meeting

The next meeting is scheduled for June 18th at 2:30 p.m.

Council was updated on the Community Garden and also there will be a special photo exhibit called One out of Nine Breast Cancer on June 12 to 20th.

6. ADMINISTRATION

None.

7. CORRESPONDENCE

Mayor’s Poetry City Challenge

Council received correspondence regarding the Mayor’s Poetry City Challenge recognizing Gander for our participation in the Poetry Challenge.

8. NEW BUSINESS

Cost Estimate – Sanitary Replacement on Peterson Drive

Council reviewed a change order for upgrading to Edinburgh/Peterson/Blackwood Storm Water system. The Change order will allow us to streamline the completion of the Peterson upgrade.

Motion #15-139

Cost Estimate – Sanitary Replacement on Peterson Drive

Moved by Councillor Parrott and seconded by Councillor Lorenzen that Change Order #5 be approved as attached.

In Favour: 5 Opposing: 0

Decision: Motion carried.

CBCL-Magee Road Wastewater Treatment Plant

The Engineering Department is requesting that the Town of Gander engage CBCL Limited to carry out the scope of work as attached including but not limited to, the operational review of the Magee Road Wastewater Treatment Plant, as well as, to investigate short term capacity options.

Motion #15-140

CBCL – Magee Road Wastewater Treat

Moved by Councillor Parrott and seconded by Councillor Dove that the Town of Gander grant permission to CBCL Limited to carry out the scope of work as attached.

In Favour: 5 Opposing: 0

Decision: Motion carried.

Cooper Boulevard Proposed Road Upgrade

Following approval from the Department Municipal and Intergovernmental Affairs, the Engineering Department is requesting permission to reallocate funds under the 2015 multi year capital projects to complete the section of Cooper Boulevard, more specifically, Raynham Avenue to Memorial Drive in replace of Magee Road to Mitchell Street.

Motion #15-141

Cooper Boulevard Proposed Road Upgrade

Moved by Councillor Parrott and seconded by Councillor Dove that the Engineering Department be granted permission for this reallocation if so approved by the Department of Municipal and Intergovernmental Affairs.

In Favour: 5 Opposing: 0

Decision: Motion carried.

9. ADJOURNMENT

Motion #15-142

Adjournment

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

In Favour: 5 Opposing: 0

Decision: Motion carried.

The meeting adjourned at 5:45pm.

C. Elliott, Mayor

S. Fisher, Town Clerk (A)