

# MINUTES

Regular Meeting of Council  
Wednesday, September 5, 2018 @ 4:30 pm  
Council Chambers

**Present:**

P. Farwell	Mayor
T. Pollett	Deputy Mayor
G. Brown	Councillor
B. Dove	Councillor
O. Fudge	Councillor
P. Woodford	Councillor

**Advisory and Resource:**

D. Chafe	CAO
M. McWhirter	Town Clerk (A)
K. Hiscock	Director of Finance (A)
J. Blackwood	Director of Engineering
N. Newell	Director of Recreation & Community Services
T. Barron	Director of Municipal Works
H. Lowe	Fire Chief
R. Locke	Development Director
K. White	Information and Communications Coordinator
E. Fisher	Youth Representative

**Regrets:**

R. Anstey	Councillor
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## 1. CALL TO ORDER

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

## 2. VISITORS/PRESENTATIONS

### Childhood Cancer Awareness Month Proclamation

The Mayor proclaimed September 2018 as Childhood Cancer Awareness Month in the Town of Gander.

### Prostate Cancer Awareness Month

The Mayor proclaimed September 2018 as Prostate Cancer Awareness Month in the Town of Gander.

### **Sexual Violence Awareness Week**

The Mayor proclaimed September 17 – 21, 2018 as Sexual Violence Awareness Week in the Town of Gander.

### **3. APPROVAL OF AGENDA**

Council reviewed the agenda and approved as attached.

#### **Motion #18-220**

##### **Approval of Agenda**

Moved by Councillor Woodford and seconded by Councillor Fudge that the Agenda for the Regular Meeting of Council on September 5, 2018 be adopted as amended.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

### **4. MINUTES FOR APPROVAL**

#### **Motion #18-221**

##### **Regular Minutes for Approval**

Moved by Councillor Dove and seconded by Councillor Woodford that the Minutes from the Regular Meeting of Council on August 15, 2018 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 Living:**

The Recreation & Community Living report was presented by Deputy Mayor Pollett.

The Recreation & Community Living meeting was held on August 28, 2018. The meeting was chaired by T. Pollett, Deputy Mayor. Other members present included: O. Fudge, Councillor; B. Dove, Councillor; G. Brown, Councillor; P. Farwell, Mayor; P. Woodford, Councillor; N. Newell, Director of Recreation & Community Services.

The following items were discussed:

### **Geek Fest Report**

The Community & Special Events Coordinators briefed the Committee on the Geek Fest which took place July 13-15, 2018 at the Steele Community Centre. Overall, the event was a success for its first year. They explained that vendors were quite pleased with the set-up and the number of people at the event throughout the weekend, as well as, the date of the event. They advised that they received a number of positive comments from the public who attended throughout the event. They did outline to the Committee recommendations for next year including reviewing ticket sale costs for students, as well as the location for selling tickets.

The Committee was pleased to see a new event this year for the community at the Steele Community Centre and encourages them to work on building this event for 2019.

### **Accessible Playground Equipment**

The Committee discussed concerns from the last Council meeting regarding the location of the equipment. The Director explained that, initially, it was planned for Cobb's Pond Rotary Park in the 2018 budget process. After further investigation, Elizabeth Drive was chosen. Cobb's Pond Rotary Park will be considered in the future as a location for future accessible equipment as many of the playgrounds around Town are not accessible. Elizabeth Drive is a large playground located in the center of Town near ball fields, tennis courts, the splash pad, and skate board park which attracts many children during the summer months and is in need of equipment upgrades as well. The Committee supports this and feels that this will be a positive start to upgrading the playgrounds.

### **Land Purchase Request – 20 Raynham**

The Committee reviewed a land request purchase for 20 Raynham Avenue. The homeowner is requesting to purchase 10 ft. adjacent to his property which is zoned Open Space Recreation. The Committee reviewed this and feels that there should be a buffer between the trail and the property. The Committee is referring this to the Engineering, Planning and Controls Committee for the review and consideration.

## **Municipalities Newfoundland and Labrador (MNL) – Convention Request**

The Committee reviewed the request for sponsorship for the 2018 MNL Conference/Trade Show. The Director explained that there is \$2500 budgeted this year for the event. The Committee reviewed the request and potential sponsorship levels and is recommending the Town of Gander go with the \$2500 sponsorship package.

## **Gander Minor Hockey Delegation**

Representatives from Gander Minor Hockey Association (GMHA) met with the Committee to discuss the new ice cancellation policy which Council has recently implemented. They have concerns with the policy due to the fact that once they submit their ice schedule by September 30, there are no cancellations permitted after this date.

The current policy states that after a contract is signed, single or occasional use cancellations will be permitted for extenuating circumstances and a request must be made in writing to the Steele Community Centre at least 14 days in advance of the cancellation date. GMHA feel this is vague and does not give them clarification as to when they are able to cancel ice. They also have concerns with their ice requirements for January-April and will not have confirmed ice hours until a later date because they will not know their travel teams requirements until the all-star try outs are completed and teams have games scheduled which would be December.

The current policy states that for any private rentals there is a 14 calendar day cancellation policy and GMHA is requesting that the policy be made consistent between all major user groups and private rental bookings at the Steele Community Centre. They feel that they are major users of the Centre and that the new cancellation policy is not conducive for their program.

After much discussion and suggestions, the Committee would like the policy to be changed and felt a 14 day cancellation policy for all user groups of the Steele Community and private rental bookings is appropriate. User groups would still be required to submit their schedule by September 30, 2018 to the Recreation Department; however, rentals can be cancelled 14 days or longer in advance without penalty.

Deputy Mayor Pollett stated that she would like to have another meeting with GMHA before recommending any changes to the new Ice Cancellation Policy.

## **Gander Academy Soccer Field Renovations**

The Director explained to the Committee that she had a meeting with the Director of Engineering, as well as representatives from the Newfoundland and Labrador English School District, Transportation and Works and DMG Consulting Ltd. to discuss the renovations at Gander Academy which impact the soccer fields. She explained that the plan is to remove the field closest to Balbo Street (north field) and the field closest to Hawker Crescent will remain.

Due to the renovations of the school and fields, the remaining field will likely not be available to use until the summer of 2021. The Director advised that the Town of Gander would have to write a letter requesting the use of the field at Gander Elementary while the renovations are being completed.

### **Donation to Athlete Blair Bursey**

The Committee discussed a donation to local resident and athlete Mr. Blair Bursey. Mr. Bursey has achieved success at the sport of Golf at the NCAA level and is on the path to turn professional. On Saturday, August 25, 2018, a golf tournament fundraiser was held in Gander to help assist him.

### **Motion #18-222**

#### **Donation to Athlete Blair Bursey**

Moved by Deputy Mayor Pollett and seconded by Councillor Fudge that the Town provide a \$1,000 donation to Blair Bursey to assist him in pursuing a professional golf career.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

### **Upcoming events**

- a) Sept 7-9: Caroline Ouelette Hockey Camp
- b) Sept 8-9: Gander Ladies' Softball League Playoffs

## **B. Public Safety & Protective Services Committee:**

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

The Public Safety & Protective Services Committee was held on August 28, 2018. The meeting was chaired by P. Woodford, Councillor. Other members present included: T. Pollett, Deputy Mayor; B. Dove, Councillor; O. Fudge, Councillor; G. Brown, Councillor; W. Jenkins, Municipal Enforcement Officer in Charge; H. Lowe, Fire Chief, L. Small, Administrative Assistant.

The following items were discussed:

## Delegation

The Committee met with a resident of Hawker Crescent who wished to discuss the recent break and enters and offer suggestions for deterring these incidents. The resident impressed upon the Committee how being a victim of a home invasion is no small matter, it has a huge impact and affects how you react to people, how the public reacts to you and leaves a very unsettling feeling. He advised Committee that their street will become a Neighbourhood Watch area.

Council was pleased to hear this as it was not easy getting the program off the ground and Municipal Enforcement has been working very hard to try and encourage residents to join up. There are currently 10 streets signed on with as many more already in the process of doing so. The Department may consider another public meeting in the fall to keep the momentum going.

The signage for the Neighbourhood watch program was also discussed and it was suggested that the yellow and black colours used in the past may be more effective than the current blue signage.

He suggested that Council consider;

- 1) Thinning out the trees in the green spaces where people congregate for drinking and smoking etc. and
- 2) Advise residents that there will be random nights when there is going to be 24 hour police coverage in town; maybe this will help change the current perception that there are late night periods when there is no coverage.

The Committee also explained that residents need to be aware of the importance of reporting all incidents, no matter how small they may seem. By reporting incidents our statistics increase, which provides the accurate indicators for our Federal and Provincial governments to use as a guide for deploying resources.

## **Policy FD-004 –Fire Service Requests Outside of Municipal Boundaries**

This policy is now being presented for its second and final reading; the first reading was presented on July 25<sup>th</sup>.

As the document indicates, service requests outside municipal boundaries will now be billed back to the property owner as per Schedule A.

### **Motion #18-223**

#### **Policy FD-004 –Fire Service Requests Outside of Municipal Boundaries**

Moved by Councillor Woodford and seconded by Councillor Brown that Policy FD-004, Fire Service Requests Outside of Municipal Boundaries, be approved as presented.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

### **Fire Service Charges for Responding to False Alarms**

Council is presenting a new policy in response to an increasing number of false alarm calls which place unnecessary burden and expense on Gander Fire Rescue's resources. This policy details protocol for addressing false alarms; it contains information on the proposed fees for private residential dwellings, the hospital, airport structures, apartment buildings and commercial structures.

This policy is presented for its first reading. Those wishing to provide feedback on this policy should submit them to the Town of Gander at [info@gandercanada.com](mailto:info@gandercanada.com) or in writing to PO Box 100, A1V 1G7 prior to October 4<sup>th</sup>, 2018.

### **Quad-A-Palooza Parade**

The Committee received correspondence requesting approval for the annual Quad-A-Palooza parade on **Sunday, September 9<sup>th</sup> 2018**. The Committee has no issue with this annual event and forwards this to Municipal Enforcement Department for follow up.

### **Firefighters National Memorial Day**

Last year the Federal Government designated the second Sunday of each September in memory of firefighters who have fallen in the line of duty. This holiday is to commemorate their courage, selflessness, and their unwavering commitment to serving our communities. On that day, the Canadian Flag will be half-masted on all federal buildings and establishments.

This year, Gander Fire Rescue will be holding a ceremony for Firefighters National Memorial Day on **Sunday, September 9<sup>th</sup> at 9:30 am in front of the Town Hall**. All residents are encouraged to attend.

Mayor Farwell pointed out that the word "holiday" should be changed to the word "day" because Firefighters National Memorial Day is not a holiday.

### **C. Public Works & Services Committee:**

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

The Public Works & Services Committee meeting was held on August 29, 2018. The meeting was chaired by O. Fudge, Councillor. Other members present included: G. Brown, Councillor; R. Anstey, Councillor; T. Pollett, Deputy Mayor; T. Barron, Director of Municipal Works & Services; G. Whitt, Administrative Support Clerk.

The following items were discussed:

### **Water Conservation**

The Town of Gander currently has a Water Conservation Notice to residents in place. While Gander Lake provides an unlimited supply of water, the Town is limited with its ability to process and distribute treated water throughout the system.

During the summer months, it can be challenging to supply adequate water flow and pressures to all parts of Town if many residents are watering lawns or gardens at the time. In the event of a fire, this could result in an inadequate water supply.

The Town of Gander is kindly asking residents to limit the use of water sprinklers for extended periods of time.

### **Household Hazardous Waste Day**

The Director requested that the 2018 Household Hazardous Waste Day be held on Saturday, September 29<sup>th</sup>.

The Committee agreed and recommends the date for the 2018 Household Hazardous Waste Day be set for September 29<sup>th</sup>. A notice to the public will be provided outlining the details.

### **D. Development, Tourism & Culture Committee:**

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

The Development, Tourism & Culture Committee meeting was held on August 29, 2018. The meeting was chaired by G. Brown, Councillor. Other members present included: T. Pollett, Deputy Mayor; R. Anstey, Councillor; O. Fudge, Councillor; R. Locke, Development Director.

The following items were discussed:



### **Country Inn and RV Park Land Request**

The Committee reviewed an item that was forwarded from the Engineering, Planning & Controls Committee in which the Engineering Department conducted a site analysis of this location.

The Engineering Department prepared a drawing as attached (#18-1025R2) showing available land that could be available for purchase. This drawing also indicates the existing tree lines which border the property.

The Committee is in agreement with making this land available with the exception of the land located behind the adjacent properties located at 299 and 303 Gander Bay Road.

The Committee also felt that it is important to maintain a natural buffer between the Country Inn & RV Park and any proposed future residential development.

### **Motion #18-224**

#### **Country Inn and RV Park Land Request**

Moved by Councillor Brown and seconded by Deputy Mayor Pollett approval of the sale of land, up to the established tree line at the south-western property boundary and all land identified on the north-east side of the property as outlined in the attached drawing (#18-1025R4).

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

### **Request for the Use of Commander Gander**

The Committee reviewed three separate requests for the use of Commander Gander. Policy A021 states that "All uses by anyone other than the Town of Gander must have prior approval from the Town".

**Local Artist/Author:** is requesting the use of Commander Gander for illustration purposes in developing a new children's book.

After discussion and deliberation, the Committee thought this was a great opportunity and is therefore, recommending approval for the above-mentioned purpose.

**Motion #18-225**

**Request for the Use of Commander Gander – Local Artist/Author**

Moved by Councillor Brown and seconded by Deputy Mayor Pollett that Council approve the use of Commander Gander for a local artist/author to development and sale a new children’s book.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

**Cast member of “Come From Away”:** is requesting the use of Commander Gander for a Gander & Area SPCA fundraising endeavor. This individual is proposing the creation of a calendar in which each month would feature a picture of the Commander Gander stuffed toy enacting various scenarios that happened in Gander during the events of 9/11 and are depicted in scenes of “Come From Away”. The Individual has advised that she has already received permission from the writers to use lines from the play.

After discussion and deliberation, the Committee felt that this was a great sentiment and opportunity to raise funds for a local non-profit organization and is therefore, recommending approval for the above-mentioned purpose.

**Motion #18-226**

**Request for the Use of Commander Gander – Creation of Calendar for the SPCA**

Moved by Councillor Brown and seconded by Councillor Woodford that Council approve the use the Commander Gander stuffed toy for the creation of a calendar as a fundraising campaign for the Gander & Area SPCA.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

**Junkyard Dog Productions:** is requesting the use of a replica Commander Gander Costume as they want to try to connect with and educate younger audiences during their North American tour. They want to convey their mission of kindness and doing good for others. They wish to partner with cities along their North American tour and the Commander Gander mascot would travel to each city as a way to engage younger audiences. They also feel that this is another opportunity to showcase Gander and the inspiring kindness that was shown in Newfoundland and Labrador surrounding 9/11.

After discussion and deliberation, the Committee felt that is a great idea and is therefore recommending the loaning of our Commander Gander Costume. The Director advised the Committee that the Town is currently in the process of ordering a new Commander Gander costume which should arrive in 12 weeks.

Once received, the current costume will be loaned to Junkyard Dog Productions for the duration of their North American tour. Junkyard Dog Productions indicated in their request that the use of a previously used costume would be suitable as they have the ability to fix any issues with the current costume.

**Motion #18-227**

**Request for the Use of Commander Gander - Junkyard Dog Productions**

Moved by Councillor Brown and seconded by Councillor Fudge the loaning of our current Commander Gander mascot costume to Junkyard Dog Productions for use during their North American Tour. The Town must receive the new costume prior to loaning the current costume.

In Favour: 6      Opposing: 0

Decision: Motion carried.

**MNL/ACOA/RAnLab Regional Profile Project: Deadline Extension**

The Director informed the Committee that the deadline for the above-mentioned project has been extended from August 10<sup>th</sup> to September 28<sup>th</sup>, 2018.

This project involves the regional collaboration of the surrounding communities for the purposes of creating a regional profile. This detailed profile would include comprehensive demographic and economic data including an analysis of the flow of goods and services within municipalities, between municipalities and within the region.

In order to participate in this project, Council may be required to contribute up to \$10,000.

Overall, the Committee feels that due to this being an unbudgeted item and uncertainty around the final project deliverables and outcome(s), at this point, they do not see the value for participating in this project given the time and resources required to coordinate.

After discussion, they asked staff to contact some of the larger municipalities in the region to gauge if they are considering the project. Staff will report findings back to the Committee.

If some of the surrounding communities are considering and willing to contribute time and financial resources to the project, it may become feasible to submit an Expression of Interest.

**HBB Application- 4 Edwards Place**

The Committee reviewed an application from the resident of 4 Edwards Place.

**WHEREAS** an application has been received from “Go Green Sustainable Technologies Inc.” to operate a home office for an off-site heat pump installation business.

**AND WHEREAS** the advertising and discretionary use notices were posted with no formal objections received by the deadline date of August 29<sup>th</sup>, 2018 and it meets all of the Town of Gander’s Development Regulations.

**Motion #18-228**

**HBB Application – 4 Edwards Place**

Moved by Councillor Brown and seconded by Councillor Dove that “Go Green Sustainable Technologies Inc.” be permitted to operate a home office for an off-site heat pump installation business from 4 Edwards Place.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

**HBB Request- 60A Curtiss Avenue: Expansion in Scope of Services**

The Committee reviewed a request from the resident of 60A Curtiss Avenue.

**WHEREAS** a Home Based business has previously been approved for “Garry Budden Janitorial Services” to establish a home-based office to operate an off-site janitorial service business.

**AND WHEREAS** Council has received a request to expand the scope of services to include office use for the off-site distribution of janitorial and cleaning supplies.

**AND WHEREAS** the advertising and discretionary use notices were posted with no formal objections received by the deadline date of August 30<sup>th</sup>, 2018 and it meets all of the Town of Gander’s Development Regulations

**Motion #18-229**

**HBB Request – 60A Curtiss Avenue: Expansion in Scope of Services**

Moved by Councillro Brown and seconded by Deputy Mayor Pollett that “Garry Budden Janitorial Services” be permitted to expand the scope of services to include off-site distribution of janitorial and cleaning supplies from 60A Curtiss Avenue.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

### **E. Engineering, Planning & Controls:**

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

The Engineering, Planning & Controls Committee meeting was held on August 30, 2018. The meeting was chaired by R. Anstey, Councillor. Other members present included: P. Woodford, Councillor; O. Fudge, Councillor; G. Brown, Councillor; G. Regular, Director of Engineering (A); J. Hillier, Administrative Assistant.

The following items were discussed:

#### **Subdivision of Land – 131 Magee Road**

The Acting Director advised the Committee that the Engineering Department has received construction drawings to subdivide the land at 131 Magee Road. The land is to be subdivided to create three (3) building lots, which meet the Town of Gander's regulations.

#### **Motion #18-230**

#### **Subdivision of Land – 131 Magee Road**

Moved by Councillor Woodford and seconded by Councillor Fudge approval to subdivide the land at 131 Magee Road to allow for three (3) building lots as presented.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

#### **Memorial Drive Reconstruction – Construction Schedule**

The Committee reviewed a revised construction schedule that was submitted by the contractor completing the Memorial Drive Project.

The Acting Director advised the Committee that the original construction schedule and contract documents state that the work was to be substantially completed by September 21, 2018. However, due to unforeseen circumstances, construction has not been in keeping with the approved schedule. The contractor has submitted a revised schedule for approval that will extend the duration of the project by three weeks with a new substantial completion date of October 13, 2018.

As this is a cost shared project, the Department of Municipal Affairs were contacted, regarding the proposed extension to the schedule, and they were in agreement with the extension however advised that the contractor should be responsible for resident inspection and flag persons cost over and above the approved contract duration unless the delays were engineering related.

The Acting Director noted that extending the schedule will delay the placement of asphalt and that after September 30, the placement of surface course asphalt requires approval from Municipal Affairs. He also advised that he does not see any issues for placement of base course asphalt within the schedule submitted.

The Committee is prepared to accept the revised construction schedule with one of the conditions being that the contractor will be liable for any associated additional costs resulting from the schedule change. Items such as, but not limited to, temporary asphalt ramps, base course asphalt failure, application of tac-coat over the entire base layer and any associated plow damage will be at the contractor's expense. In addition, they want to advise the contractor that acceptance of the revised schedule does not exempt them from assessment and damages for late completion for this period as indicated in the contract documents.

### **Motion #18-231**

#### **Memorial Drive Reconstruction – Construction Schedule**

Moved by Councillor Woodford and seconded by Councillor Fudge that the Town extend the deadline for the Memorial Drive construction project to October 13, 2018.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

#### **Land Purchase Request – 20 Raynham Avenue**

The Committee reviewed correspondence from the homeowner of 20 Raynham Avenue requesting to purchase a portion of land, measuring approximately 10 feet (3 meters), to the right of the property for the purpose of constructing a wooden structure and entrance door ~~for~~ covering the side entrance to the basement of his home.

The Acting Director advised the Committee that the homeowner does not have the required three (3) meter sideyard from the proposed new structure to the property line and he is requesting Council's permission to purchase a section of Town owned land to provide an adequate sideyard. Approximately 1.5m of additional land is required to meet the minimum town requirements.

Upon review, it was noted that selling this portion of land will not impact the adjacent trail way, result in clearing of trees between the trail and the property, or interfere with the bus stop however, it was determined that the homeowner is currently occupying a section of Town owned land with a paved driveway. The Committee is in agreement with selling the requested 3.0m, as well as, the additional land that the homeowner is currently utilizing.

The Committee does not have any issues or concerns with selling this section of land and forwards this to the Finance and Administration Committee for their review and consideration.

### **C&R Distributors – 105 Armstrong Boulevard**

The Acting Director advised the Committee that curb, sidewalk and green space installation is currently being completed on Armstrong Boulevard. Affected businesses have been notified in writing specifying the Town of Gander's intentions for the project. He advised that he has recently been contacted by the owner of 105 Armstrong Boulevard requesting that the Town not install new grass in the front right corner area behind the new sidewalk since heavy tractor trailers are continuously coming and going and the owner feels that for operational purposes, the green space will be torn up daily and difficult to maintain.

After discussion, the Committee is in agreement to not install grass in the front right corner of the business at 105 Armstrong Boulevard for the reasons stated above and given that there is already a considerable amount of green space on the left side of this property.

### **Land Purchase Request – 15 Vatcher Place**

The Committee reviewed correspondence from the homeowners of 15 Vatcher Place requesting to purchase the 6 meter trailway adjacent to his property.

The Acting Director advised that according to the Town of Gander's Design Standards for Streets and Subdivisions, a trailway/walkway is required to be installed on all cul-de-sacs to provide access to neighboring streets and properties. He also informed that there is no immediate plan to interconnect this trailway, however, this area is zoned Open Space Recreation and there is potential for a future land development therefore, selling this land would close off options for accessing this backland.

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

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

The Finance & Administration Committee meeting was held on August 30<sup>th</sup>, 2018. The meeting was chaired by G. Brown, Councillor. Other members present included: P. Woodford, Councillor; T. Pollett, Deputy Mayor; R. Anstey, Councillor; G. Brown, Director of Finance; K. Hiscock, Accounting Supervisor.

The following items were discussed:

**Correspondence - Evangel Pentecostal Church**

The Committee reviewed a letter from the Evangel Pentecostal Church regarding their property at 55 Elizabeth Drive. This property was recently constructed and is strictly for Affordable Housing. The 10 units are provided to low income individuals. Council recently adopted a Policy providing tax exemptions for Affordable Housing Units and this property meets the criteria in the Policy.

**Motion #18-232**

**Correspondence – Evangel Pentecostal Church**

Moved by Councillor Dove and seconded by Councillor Woodford that the property and water/sewer taxes for 55 Elizabeth Drive be waived for 2018.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

**Multi-Year Capital Works Program**

The Committee reviewed correspondence from the Provincial Government regarding the Multi-Year Capital Works Program. The Town has asked for authorization to reallocate funding within these two programs to cover cost overruns on several projects, as well as to authorize funding for two new projects which include sidewalks on Yeager Street and Armstrong Blvd.

These funds are being reallocated from other projects within the program that were under budget. There is no new funding provided by the Province under this amendment.

**Motion #18-233**

**Multi-Year Capital Works Program**

Moved by Councillor Dove and seconded by Councillor Brown the Mayor and Town Clerk be authorized to sign Amendment #1 for the Municipal Infrastructure Agreement with the Provincial Government.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.



## Field Rental Rates

When Council adopted its 2018 Scheduled Rates and Fees, there was an error with regard to the Field Rental Rates for Minor Use. The rate as listed in our budget stated it would be \$10 per child plus HST. It was the intent of Council to have the rate be \$10 per child HST included.

### Motion #18-234 Field Rental Rates

Moved by Councillor Dove and seconded by Councillor Woodford that the Field Rental Rate for Children be set at \$10 per child per year HST included.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

## Budget Schedule

The Committee reviewed the proposed Budget schedule. It indicates that the process will start in mid-September and the Budget will be brought down at the public meeting on November 28, 2018.

It was proposed we would hold two Public Consultations sessions, the first on November 1st, 2018 and the second on November 8th, 2018.

### Motion #18-235 Budget Schedule

Moved by Councillor Dove and seconded by Councillor Fudge adoption of the Budget Schedule, as attached.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

## Removal Order – 34 Wood Crescent

Council was made aware of a shed constructed on Town property at 34 Wood Crescent. Town Inspectors confirmed that the shed was indeed on Town property.

**Motion #18-236****Removal Order – 34 Wood Crescent**

Moved by Councillor Dove and seconded by Councillor Fudge that the owner of 34 Wood Crescent be required to remove the shed on Town property directly behind his home.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

**G. Other Reports:**

None.

**7. ADMINISTRATION**

None.

**8. CORRESPONDENCE**

None.

**9. NEW BUSINESS****Contract Change Order #7 – WWTP Collection Systems - CBCL Ltd.**

The Engineering Department is recommending Change Order #7 be approved on the Collection Systems for the new Wastewater Treatment Plant. The Change Order is for additional resident inspector services in the amount of \$27,344.40.

**Motion #18-237****Contract Change Order #7 – WWTP Collection Systems – CBCL Ltd.**

Moved by Councillor Woodford and seconded by Councillor Brown approval for Change Order #7 as presented in the amount of \$27,344.70.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

Deputy Mayor Pollett added that on September 8<sup>th</sup> the Special Olympics will be hosting a bocce tournament at the Soccer Field.

Councillor Fudge added that September 8<sup>th</sup> there is a film being shown at the Arts and Culture Centre in the evening.

**Motion #18-238**

**Adjournment**

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

In Favour: 6      Opposing: 0

**Decision:**      Motion carried.

The meeting adjourned at 5:59 p.m.

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**P. Farwell, Mayor**

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**M. McWhirter, Town Clerk (A)**