

MINUTES

Regular Meeting of Council
Wednesday, September 24, 2014 @ 4:30 pm
Council Chambers

Present:

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

Advisory and Resource:

D. Chafe	Chief Administrative Officer
G. Brown	Town Clerk
J. Blackwood	Director of Municipal Works & Services
S. Fisher	Deputy Municipal Clerk
B. Freeborn	Recreation & Community Services Director (A)
P. Fudge	Fire Chief

Regrets: **C. Elliott** **Mayor**

1. CALL TO ORDER

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

2. VISITORS/PRESENTATIONS

None.

3. MINUTES FOR APPROVAL

Motion #14-198

Minutes for Approval

Moved by Councillor Dove and seconded by Councillor Parrott that the Minutes from the Regular Meeting of Council on September 3, 2014 be adopted as presented.

In Favour: 6 Opposing: 0

Decision Motion carried.

SPECIAL MINUTES FOR APPROVAL

Motion #14-199

Special Minutes for Approval

Moved by Councillor Parrott and seconded by Councillor Dove that the Minutes from the Special Meeting of Council on September 10, 2014 be adopted as presented.

In Favour: 6 Opposing: 0

Decision Motion carried.

SPECIAL MINUTES FOR APPROVAL

Motion #14-200

Special Minutes for Approval

Moved by Councillor Parrott and seconded by Councillor Anstey that the Minutes from the Special Meeting of Council on September 11, 2014 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 & Human Resources Committee was held on September 16, 2014. The meeting was chaired by W. Lorenzen, Councillor. Other members present included: G. Parrott, Councillor; B. Dove, Councillor; P. Fudge, Fire Chief; O. Fudge, Municipal Enforcement Officer; A. Roberts, Municipal Enforcement Officer; L. Small, Administrative Assistant.

The following items were discussed:

PUBLIC SAFETY

Parking on Sharp Turns

The Committee again reviewed the possibility of implementing a “no parking zone” on both sides of the street, in the sharp turn sections only of some narrow streets in town. Some of these include Wood Crescent, Solberg Crescent, Mollison Crescent and Hawker Crescent. There is currently no parking on the inside turn section of these areas on one side of the street.

While the Committee can see the merit of this suggestion with regards to snow clearing and emergency vehicle access, it would also create other problems with parking etc. and therefore the Committee does not recommend any changes to the signage for parking on these streets.

Crosswalks

The Committee reviewed two areas; the first was the need for a new crosswalk to be installed leading from Raynham Avenue to the sidewalk on the opposite side of Magee Road. This type of crosswalk is included in our policy PS004, section 3, of the guidelines which states:

“Areas where Town designated walkways intersect an Arterial Road or Collector Street, a mid-block crosswalk will be established if the sidewalk is on the opposite side of the road. This will allow pedestrians to safely cross the roadway to the sidewalk.”

The Committee agreed this crosswalk was required and forwards this item to the Municipal Works Department for follow up.

The second area was the crosswalk in front of the town hall. There had been some concern from a staff member that this was leading pedestrians out into an area between parked vehicles, which also block the street view. While there seems to be ample distance from the sidewalk, the Committee recommended that this be investigated further by checking the TAC standards for crosswalks near parking areas.

Raynham Avenue-Signage

The Committee was advised that there are currently no speed signs posted in the Playground area of Raynham Avenue. It was noted however, that the dog park is closed now and the playground area is well away from the main road and there is no access to Magee. The Committee agreed there was no need for speed posting in this area.

There were complaints recently regarding dump trucks using Raynham Avenue due to construction in the area. This issue was resolved by speaking with the contractor however it was noted that there are no signs in the area of the treatment plant indicating “trucks turning” or construction zone.

This item will be referred to the OH & S officer for follow up.

Neighbourhood Crime Watch-Concerned Citizen

A letter was received from a resident who is quite concerned about recent criminal activities and vandalism in our community. She is suggesting that local organizations get together and form some type of community watch group to help monitor activities in our streets and neighbourhoods.

The Town has recently stepped up patrols in town since the addition of a new officer and the new police cars, however, the resident will be contacted and invited to attend the next Public Safety Committee meeting for further discussion on the request.

Maintenance Orders

The Fire Chief asked the Committee whether it is feasible to be issuing maintenance orders this late in the season.

The town has 14 residences which do not have lawns installed and some of these have been occupied since 2010.

The Committee agreed that the MEO's should continue issuing the lawn maintenance orders this fall for those residents who have had 1-3 years to comply.

Trailway Barriers

YEAGER STREET-It was reported that the new trailway barrier recently installed on Yeager trail area has been removed. The barriers have generated quite a controversy as to whether they should be installed anywhere, however, due to people abusing the trail system, there needs to be some limits. Residents have a right to peaceful neighbourhoods and the town recognizes this as well as the benefits of having a good trail system for its users.

KENT PLACE- There has been a request to have a pole barrier installed at Kent Place connector trail leading from Kent Place to Rickenbacker Road. The Committee would like to see this installed and forwards this item to the Municipal Works Committee for review and follow up.

The Committee noted that that the complete trail system needs to be reviewed and updated and they will discuss this again in the near future.

Quadapalooza

Constable Fudge reported that the Quadapalooza Event held in Gander on the weekend of September 12 & 13th in conjunction with Destination Gander was a huge success with almost 500 attendees registered. All activities including the trail runs, mud event and evening socials went very smoothly. He explained that visitors mentioned that they enjoyed being able to use their vehicles in such a safe and comfortable atmosphere.

HUMAN RESOURCES

P. Fudge, Fire Chief; O. Fudge, MEO; A. Roberts, MEO and L. Small, Admin. Assistant left the Public Safety Meeting.

S. Fisher, HR Supervisor and D. Chafe, CAO arrived at the Human Resources Meeting.

Long Term Employees and Volunteer Award Policy

The HR Supervisor presented the Committee with the various changes to the Long Term Employees and Volunteer Award, Policy P015. Specifically under the retirement Section 4, remove Section 4a and a portion of 4b with reference to watches. As well, increase the contribution from \$100 to \$250 for a small staff reception for retired employees with a minimum of 10 years service.

The Committee agreed with the changes as presented and forwards the Policy to the Finance Committee for consideration and approval.

The Committee has also requested that a further review of the current recognition awards for both long time service employees and volunteers.

Benefit Package

The CAO presented the final benefit package to the Committee and advised that 87.7% of Management and Non- Union staff voted in favour for the new packages.

Suggestion Award

The Committee was presented with the suggestion received from Scott Harris to increase the retirement party allowance of \$100 to something more realistic. Given the cost of supplies, food and beverage items it is near impossible to achieve with the current allowance. In addition, given the number of employees who participate in a "farewell" gathering for a fellow employee, it is seen as positive interaction of employees from all departments that help boost morale and reduce departmental divisions.

Management is recommending, as per Policy P010 – Suggestion Awards Program” that Scott Harris be given \$50.00, pending approval of the changes to the Retirement Policy, for identifying the need to increase and change the Policy.

Union Negotiations

The Committee was advised that union negotiations are slated to begin the week of October 20th. The Management team will consist of Derm Chafe, Sheila Fisher, James Blackwood and Dave Moulton.

Facility Operations Coordinator (FOC)

The HR Supervisor presented the Committee with job descriptions of its Forepersons and the Facility Operations Coordinator (FOC). With the increased duties and areas of responsibility now rolling under the FOC position, it is recommended that this position be changed to a non-unionized Foreperson to keep consistent with Supervisory structure of the organization. The Committee concurred with the recommendations as presented.

Councillor Lorenzen left the Council meeting.

B. Parks & Recreation Committee:

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

The Parks and Recreation Committee was held on September 16, 2014. The meeting was chaired by S. McBreairty, Councillor. Other members present included: C. Abbott, Deputy Mayor; R. Anstey, Councillor; D. Chafe, CAO; B. Freeborn, Director of Recreation and Community Services (A); S. Francis, Administrative Assistant.

The following items were discussed:

Airials Gymnastics Club

The Chairperson met with a member of the Airials Gymnastics Building Committee regarding the possibility of a new building in the future. The Building Committee would like to discuss the possibility of an MOU with the Town like the one being proposed with the Gander Community Tennis Association. Their Committee will be contacted and asked to the next regular meeting of the Parks & Recreation Committee.

Councillor Lorenzen returned to the Council meeting.

Gander Community Centre Cafeteria Contract

This past May, the Director contacted the Lessee of the Gander Community Centre Cafeteria with regard to closing the cafeteria at the end of May and that he would not be charged rent for the month of June. The Lessee agreed to not open during this month; however, there was a contract signed until the end of June. The Lessee was invoiced \$1,200.00 plus tax but is asking that this fee be waved due to the verbal agreement with the Director and he did not operate during this month. The Committee is in agreement since this was the Director's suggestion and recommends that the Lessee, Abbott's Catering, not be charged the \$1,200.00 plus tax for the month of June 2014. This is forwarded to the Finance Committee for their review and recommendation.

Dog Park

The Department has been aware that the Dog Park would be decommissioned due to the construction of the new 4-6 school. The Town is still waiting on confirmation from the Dept. of Education on, if and when, they will be replacing the Dog Park. In the meantime, there has been a new layout and location discussed at a public Dog Park Meeting. The members of this Dog Park Committee are concerned that the new dog park will not be completed next year.

Since we are unsure of the commitment from the Dept. of Education, the Committee is recommending that the town commit to putting the funding in the 2015 budget to make sure the Dog Park is completed. It is estimated that the cost will be approximately \$65,000.00.

Rayhnam Avenue Play Lot

The Play Lot is scheduled for an official shut down on Sept 17th due to ongoing construction at the new school site adjacent to the play lot. The equipment will be removed and stored. The Town is currently in discussion with the Dept. of Education with regard to the new play lot that will be installed with the new school.

The public is advised to avail of the other two play lots in the area – Cobb's Pond Rotary Park and Spruce Court Play Lot until this new play lot is completed or moved to a new location.

Cobb's Pond Rotary Park – 2nd Phase Estimate

An estimate was done by Tract Consulting that outlines the cost for the 2nd phase development at Cobb's Pond Rotary Park. The town is currently reviewing the estimate and will be meeting with the Rotary Club to discuss it in the near future.

Review of Annual Grants

This item has been deferred to the next Parks and Recreation Meeting.

C. Economic & Social Development Committee:

The Economic Development Committee report was presented by Councillor Anstey.

The Economic Development Committee meeting was held on September 15, 2014. The meeting was chaired by R. Anstey, Councillor. Other members present included: G. Parrott, Councillor; RJ Locke, Economic Development Manager.

The following items were discussed:

Affordable Housing Project update

The Committee was provided with an update on the affordable housing needs assessment study. They were advised that staff has been working with the Affordable Housing Committee and the Consultant to:

1. Develop a master contact list;
2. Arrange site visit dates that are now tentatively scheduled for October 6-8, 2014, during which time the Consultant will be facilitating focus groups, one-on-one interviews and a public consultation session;
 - We would like to encourage the public to watch for advertising of this session. If you are interested in attending, please contact our Media Coordinator, Mr. Greg Seaward at 651-5909 or email gseaward@gandercanada.com

The Committee was also advised that the Consultant will present his findings and recommendations at the Development Committee meeting on October 27th.

UMC Meeting update

The Committee was provided with an update on staff attendance at the Urban Municipalities Committee (UMC) meetings held in St. John's on September 12th and 13th.

This was the first meeting attended by both Municipal Economic Development staff and an Elected Official.

On September 12th presentations focused on Good Neighbour Agreements (GNA's) and major economic development projects currently happening in municipalities.

Dr. Tom Cooper discussed the advantages and disadvantages of GNA's and in which situations GNA's should be in place. GNA's are friendly, non-binding agreements between multiple parties (i.e. company and municipality) which serve to be mutually beneficial.

Following this was a panel representing both municipalities and organizations impacted by the presence of major economic development projects in their regions.

On September 13th municipal staff was tasked to develop a 2015 work plan for the UMC. This will help achieve objectives set out in the Urban Accord.

Some of the actions set forth for the 2015 UMC work plan include:

- All municipalities sharing ideas, documents and best practices through the MNL website.
- MNL's website will also become a platform where municipal staff (from any municipality) can post a concern and individuals with similar experience can post possible solutions.
- During 2015 meetings, municipal staff would have the opportunity to raise a concern (i.e. How to address affordable housing needs) and that staff member would have access to an audience of professionals to help address their concern.

Request for Letter of Support

The Committee reviewed a request for a letter of support from the College of the North Atlantic-Gander Campus (CNA-Gander Campus).

As the Canadian Coast Guard is upgrading their helicopter fleet, they are entertaining proposals for disposal of their current fleet. CNA-Gander Campus has submitted a proposal for the transfer of a Bell 206 and BO105. If successful, these aircraft will be used for instructional and training purposes.

For many years, Council has worked closely with the College to attract new programs and improve the services offered. And, as one of the country's elite aviation training facilities providing highly qualified personnel to the aviation industry for over 50 years, the Committee fully supports the College in this initiative.

Motion #14-201

Request for Letter of Support

Moved by Councillor Anstey and seconded by Councillor McBairty that Council provide a letter of support to CNA-Gander Campus to help secure the transfer of a Bell 206 and BO105.

In Favour: 6 Opposing: 0

Decision: Motion carried.

D. Tourism Committee:

The Tourism Committee report was presented by Councillor Dove.

The Tourism Committee meeting was held on September 16, 2014. The meeting was chaired by B. Dove, Councillor. Other members present included: C. Abbott, Deputy Mayor; S. McBreairty, Councillor; D. Chafe, CAO; K. Sceviour, Special Event Coordinator.

The following items were discussed:

9/11 Press Conference

On September 11, 2014, Maureen Basnicki and Steve Hartwig hosted a press conference at the Gander International Airport to launch the Canadian National Day of Service Foundation (CNDSF) and to raise awareness about Post Traumatic Stress Disorder (PTSD).

The National Day of Service was declared by Prime Minister Harper on September 11, 2011 as a fitting way to pay tribute to the Canadians and others who were lost in 9/11, to show continued support for the families of victims, to honour the sacrifices made by those who served in the rescue efforts, and to turn an infamous date into a day of hope marked by a communal outpouring of warmth and generosity.

Ms Basnicki, founder of the CNDSF chose Gander as the place to launch the Foundation as Gander and the surrounding communities' hospitality to over 6,000 displaced airline passengers epitomizes how real Canadians care and set the example of how tragedy can bring out compassion and hope in people.

The Town would like to thank Ms. Basnicki for recognizing the contributions of Gander and surrounding areas during 9/11 and will be writing a letter to discuss the possibility of partnering with the Foundation to fundraise for the proposed Compassion Monument.

International Airport Lounge

An email from a citizen concerned about the demolition of the airport lounge was forwarded to the Committee by Scott Simms, MP. In the email, Mr. Simms says he will be meeting with the stakeholders and interested parties to discuss the future of the lounge. The Committee looks forward to meeting with Mr. Simms.

Canadian Public Works Fall Conference

The Canadian Public Works Association, Newfoundland Chapter will be hosting their fall conference in Gander on October 1-3, 2014 and are seeking sponsorship of their luncheon at an estimated cost of \$650.00. The Committee agreed to sponsor the luncheon as there was money budgeted to attend this conference and because it is being held in Gander, these monies can be reallocated to cover the cost of the luncheon.

Tourism Breakfast Club

Adventure Central has organized a "Tourism Breakfast Club" where tourism stakeholders can get together to discuss topics like marketing, social media, market readiness, product development and ways to better their communities. The Event Coordinator attended the first meeting and gave a brief overview of the topics discussed including concerns about the ATV trails. The Committee requested that the Coordinator continue to attend these meetings and a meeting to discuss the trail concerns with Destination Gander will be set up.

Festival of Flight Review Meeting Date

The Committee and event staff will be meeting on Tuesday, September 30th to review the 2014 Festival of Flight and to discuss recommendations for the 2015 Festival. A meeting with the general public to discuss new events and suggestions will take place early in 2015.

Upcoming Events

The Event Staff has been busy during the past few weeks with events and there are still more events to plan including the following:

- You Can Play Too Inclusion Workshop – The Town of Gander is partnering with RNL to host this workshop at Cobb's Pond on September 29th at 5:30pm. This session is designed for individuals interested in gaining a better understanding about inclusive recreation practices within the community. For more information, please contact Ashley at Ashleymercercer@recreationnl.com.
- AHL Exhibition Game – St. John's IceCaps vs Hamilton Bulldogs – The Gander Community Centre will play host to the 2014 Mary's Cup series on Friday, October 3, 2014. There are a limited number of tickets available for sale at the Gander Community Centre box office so, get yours today. The game will start at 7:00pm and admission is \$30 for seats and \$27 for general admission.

- Halloween Havoc Co-ed Softball Tournament - The Department of Recreation and Community Services will be hosting a Co-Ed Slo-Pitch charity tournament benefiting the Boys and Girls Club on October 18-19th 2014. Taking place at the Gander Outdoor Sports Fields, this event is open to the first 16 paid co-ed teams (teams must consist of equal male and female players who have to be 19 before tournament start date). The cost is \$300 per team which includes a \$50 donation to charity. Deadline to register your team is October 14, 2014 and teams are guaranteed four games.

- Haunted Trail – Back by popular demand is the Spooktacular Haunted Trail! Taking place on Saturday, October 25, the event staff has been working to fix some of the hiccups from last year, so tickets will be presold for this scary event starting on Wednesday, October 15th at a cost of \$5 each. A limited number of tickets are available so get yours early to avoid disappointment.

For information regarding any of these events, please contact the Recreation and Community Services department at 651-5927.

E. Municipal Works & Services Committee:

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

The Municipal Works & Services Committee was held on September 17, 2014. The meeting was chaired by G. Parrott, Councillor. Other members present included: R. Anstey, Councillor; W. Lorenzen, Councillor; J. Blackwood, Director of Municipal Works & Services.

The following items were discussed:

Invoices for Approval

Two invoices were presented for approval from Hatch Mott MacDonald Engineering Services for the reconstruction of Memorial Drive, and from MHPM Project Leaders for the Wastewater Treatment Program.

The Director advised the Committee that all goods and services have been received and meet the Town's specifications.

The Committee recommends that the invoices be paid and forwards them to the Finance Committee for its consideration.

2014 Fall Cleanup Week

The Committee is recommending the Department of Municipal Works hold a fall cleanup week from October 27th to October 31, 2014 inclusive. Each street will be completed once during the cleanup and refuse will be picked up on the day of your scheduled household garbage collection. For complete guidelines, on what will and will not be collected, visit the Town of Gander's website at www.gandercanada.com.

Household Hazardous Waste Day

Council would like to advise the public that the Central Newfoundland Waste Management Authority, in conjunction with the Town of Gander, will be holding a Household Hazardous Waste Day on Saturday October 25th, 2014. The time and venue for this event will follow. This service is free for all residents of Gander and Council would like to encourage everyone to get their household hazardous waste out of their homes, as well as recycle these products. There is a complete list of acceptable items on the Town of Gander's website at www.gandercanada.com. There will also be notifications through local media about the event. If anyone has any questions or requires more information they can contact the Supervisor of Public Works at 651-5943 or the Public Works Depot at 651-5938.

Eastgate Subdivision Phase 1

The Committee reviewed correspondence from Cecon Ltd. pertaining to Eastgate Subdivision Phase 1. The developers are requesting an amendment to their development agreement for Phase 1, more specifically; they are requesting to have a portion of phase 1b, Esmonde Place, moved to a later phase as 1c.

The Director advised the Committee that requirements would have to be met to adjust this modification in terms of infrastructure, however, the Committee had no objections to the re-phasing of the development or the concept that was presented.

Council is in agreement and has directed staff to make the necessary adjustments and respond to the developer of the same.

Service Pole location – Cooper Boulevard/Catalina Drive

The Committee reviewed a request from a representative of Newfoundland Power indicating their desire to install a three phase power line extension on Cooper Boulevard in order to service Catalina Drive and Boeing Avenue. The request for these service poles would be located on the Town of Gander's property.

The Committee reviewed a map outlining the location for the service poles and feel that these poles would detract from the aesthetics of Cooper Boulevard. The Committee is requesting the Director contact Newfoundland Power asking if there could be an alternate location for these poles.

Trail way Systems/ Walkways within the Town of Gander

The Committee reviewed a map which depicted the interconnecting trail ways throughout the Town of Gander, as well as the different classes of trail ways. The map included the T’Railway which intersects the Town, the interconnecting trail ways throughout subdivisions in residential properties, and the snowmobiling/ATV trail which circles the Town.

The Director provided an excerpt from the Gander Municipal Plan indicating the development of a safe system for pedestrian walkways which linked residential areas to down town, schools, and parkways as an objective over the life of the plan. It was indicated that the interconnecting trails in residential areas were for pedestrian use and not ATV use. The Committee is recommending that the trail way on Yeager Street , which recently had barricades destroyed by vandals, be reinstated. They also requested installing barricades to the lower trail way on Ratcliffe Place, as well as, the trail way from Yeager Street to Magee Road making them inaccessible for motorized vehicles. In addition, barricades are to be installed immediately on the Kent Place trail way which leads to Rickenbacker Road.

The Committee is recommending a comprehensive plan be developed and presented in the budget process for the 2015 Capital Works budget. They would like to have barricades of this manner added to all interconnecting trail ways throughout the Town.

Discretionary Use – Storm/Sanitary Sewer Upgrades

Notice was given that the Town Council of Gander is in the process of completing major upgrades to the storm and sanitary sewer system. One component of the upgrade involved additions to the infrastructure, some of which will pass through open space zones. It was noted that these areas of town are zoned open space recreation within the Gander Municipal Plan and utilities is permitted as a discretionary use under the Town of Gander’s Development Regulations. Residents were advised to submit any concerns regarding this matter to the Engineering Department no later than 4:00 p.m. Tuesday September 23, 2014. Several letters of concern were raised and Council has directed staff to respond to those individuals through written correspondence addressing their particular concerns.

Motion #14-202**Discretionary Use – Storm/Sanitary Sewer Upgrades**

Moved by Councillor Parrott and seconded by Councillor Lorenzen the approval for the discretionary use as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Councillor Parrott gave a briefing on the Peterson/Edinburgh/Memorial Project and also briefed Council on the Waste Transfer Station which is opening on September 27th.

F. Finance & Administration Committee:

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

The Finance & Administration Committee was held on September 18, 2014. The meeting was chaired by C. Abbott, Deputy Mayor. Other members present included: G. Parrott, Councillor; G. Brown, Director of Finance; D. Chafe, CAO.

The following items were discussed:

Invoices for ApprovalCapital

1. Hatch Mott MacDonald	12,684.25
01-000-0080-1949, Billing #15 Municipal Rds Infrastructure	
Contract 25,990 Spent to date 17,121	
2. MHPM Project Managers	12,194.15
01-000-0080-1943, Gander Wastewater Treatment	
Contract 19,115 Spent to date zero	

Total capital invoices for approval \$24,878.40

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

Motion #14-203
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.

Long Service Employees and Volunteer Awards Policy

The Committee reviewed a proposed change for the Long Service Policy, specifically the section of the Policy which relates to holding a small reception for retiring staff. The Finance Committee agrees with the recommendation that the amount be increased from \$100 to \$250.

Motion #14-204
Long Service Employees and Volunteer Awards Policy

Moved by Councillor Lorenzen and seconded by Councillor McBreairty that Policy P015 be amended as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Fire & Emergency Services

The Committee reviewed a letter from Fire & Emergency Services. They are indicating that the request for cost-sharing on a pumper has not been approved and Council can reapply for funding next year.

Cafeteria Contract

The Cafeteria Contract at the Gander Community Centre was set to expire on June 30, 2014. The Director at the time advised Abbott's Catering that we would be cancelling the contract at the end of May 2014 and that they would not be responsible for making a payment for June, despite the contracted term.

Motion #14-205
Cafeteria Contract

Moved by Councillor Lorenzen and seconded by Councillor Parrott that the June fee to Abbott's Catering for rental of the Community Centre Cafeteria be waived.

In Favour: 6 Opposing: 0

Decision: Motion carried.

2015 Budget

The Committee reviewed the proposed 2015 Budget Schedule. Budget proceedings have started now and it is the intention to have the Budget adopted at the December 18th meeting of Council.

Trail Barriers

The Director of Municipal Works joined the Committee meeting.

Mr. Blackwood presented a memo outlining the estimated cost of constructing four trail barriers, which was \$1600. The barriers are being recommended by the Public Safety and Municipal Works Committees.

Motion #14-206
Trail Barriers

Moved by Councillor Lorenzen and seconded by Councillor Dove that the Town allocate funds to construct four trail barriers.

In Favour: 6 Opposing: 0

Decision: Motion carried.

The Director of Municipal Works left the Committee meeting.

Hockey Newfoundland & Labrador Contract

At the last Recreation Committee meeting, a recommendation was made that Council enter into a three year agreement with Hockey Newfoundland & Labrador for summer ice. The terms of the contract would be the same as was offered earlier in the year.

Motion #14-207

Hockey Newfoundland & Labrador Contract

Moved by Councillor Lorenzen and seconded by Councillor Anstey that the Town enter into a three year contract with Hockey NL for the rental of summer ice.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Town Owned Parking Lot Tender Extensions

The tenders for snow clearing and salting of the Town Owned Parking Lots was for a one year term with the option to renew for up to an additional two years. Both contractors have indicated they are prepared to extend the contract with the same terms as last year for one year.

Motion #14-208

**Town Owned Parking Lot Tender Extensions –
Professional Grading and Contracting Ltd.**

Moved by Councillor Lorenzen and seconded by Councillor Parrott that the Parking Lot Maintenance Contract for Parking Lot #2 with Professional Grading and Contracting Ltd. be extended for an additional year.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Motion #14-209

**Town Owned Parking Lot Tender Extensions –
ANW Construction Ltd.**

Moved by Councillor Lorenzen and seconded by Councillor Dove that the Parking Lot Maintenance Contract with ANW Construction Ltd. for parking lots 1, 4, 5 and 6 be extended for an additional year.

In Favour: 6 Opposing: 0

Decision: Motion carried.

G. Other:

The Wastewater Steering Committee report was presented by Councillor Lorenzen.

The Wastewater Steering Committee was held on September 10, 2014. The meeting was chaired by W. Lorenzen, Councillor. Other members present included: B. Dove, Councillor; G. Parrott, Councillor; C. Abbott, Deputy Mayor; J. Blackwood, Director of Municipal Works & Services; S. Vaslet, MHPM; S. Matthews, MHPM; G. Ashley, MHPM; D. Spracklin, DOE; F. Huxter, DMA.

The following items were discussed:

Needed for Design – Build

- Concentrations of influent parameters such as CBOD, TSS, ammonia, are required
- Flow data is not good and/or accurate:
 - o Concerns exist with flow meter installation at Beaverwood STP, and
 - o Lack of data from the Magee Road Plant. Available data is based on a previous installed meter.
- Activities are currently underway to obtain the necessary data for influent and flow rates.

Odour Management of Magee Plant

- Greg Ashley provided an update of what has been done and what activities are planned going forward.
- Ongoing actions are being carried out to improve the effluent quality and optimize existing plant operation. Activities include removal of any floating debris on the tank surfaces and transferring sludge to the digester on a regular basis to maintain an activated sludge age of 10 days.
- Greg Ashley & Steve Matthews to put together a summary of what has been done with the existing operations.
- Greg Ashley noted that he doesn't believe that the odours are related to the plant being over capacity. Upstream additives are probably not doing much to improve the odours.

Application for Funding

- Frank Huxter noted that request for proposals for applications for funding coming shortly. The process is delayed due to some technical issues that Municipal Affairs are working to address.

- The request is expected to close around 31-Oct-14. Ranking of proposals to be completed by a Committee which will include representatives from Municipal Affairs and Department of Transportation and Works, with recommendations to the Federal Government expected to be made by January 2015.

Maximum Overflow Design

8 times overflow is a maximum design requirement. There may be an opportunity to have this somewhat less however this will need to be determined in consultation with Department of Environment.

- No changes will be required with the Cobham pump station, grandfathering of this location will need to be investigated.
- The characterization of the existing conditions of overflow should be completed and communicated to the Town and Council.

Frank Huxter is rewriting the proposal for an honorarium to be provided to proponents in the development of Design-Build proposals. DB Canada is recommending 2% to be split between the unsuccessful respondents.

MHPM presented their proposal for project management services related to the delivery of the new Gander Wastewater Treatment Plant. At the conclusion of their proposal, MHPM left the meeting to allow discussion of the proposal.

6. ADMINISTRATION

The CAO advised Council that meetings are ongoing with the school board with regards to the relocation of the dog park.

In addition, Council was advised that our twitter account is up and running however caution must be taken as a user has Commander Gander as their twitter account.

7. CORRESPONDENCE

None.

8. NEW BUSINESS

All Councillors provided residents with an update of the Committees they Chair or participate in.

9. ADJOURNMENT

Motion #14-210

Adjournment

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

In Favour: 6 Opposing: 0

Decision: Motion carried.

The meeting adjourned at 6:05pm.

C. Abbott, Deputy Mayor

G. Brown, Town Clerk