

# MINUTES

Regular Meeting of Council  
Wednesday, November 5, 2014 @ 4:30 pm  
Council Chambers

**Present:**

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

**Advisory and Resource:**

|             |   |
|-------------|---|
| G. Brown    | Town Clerk                                      |
| D. Chafe    | CAO   |
| G. Regular  | Director of Municipal Works & Services (A)      |
| S. Fisher   | Deputy Municipal Clerk                          |
| B. Freeborn | Director of Recreation & Community Services (A) |

## 1. CALL TO ORDER

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

## 2. VISITORS/PRESENTATIONS

### Diabetes Awareness Month Proclamation

The Mayor proclaimed November as Diabetes Awareness Month in the Town of Gander.

## 3. MINUTES FOR APPROVAL

### Motion #14-222

### Minutes for Approval

Moved by Councillor Parrott and seconded by Councillor Dove that the Minutes from the Regular Meeting of Council on October 15, 2014 be adopted as presented.

In Favour: 7      Opposing: 0

**Decision**                      Motion carried.

**4. BUSINESS ARISING FROM PREVIOUS MINUTES**

None.

**5. REPORTS – STANDING COMMITTEES:**

**A. Public Safety Committee:**

The Public Safety report was presented by Councillor Lorenzen.

The Public Safety Committee was held on October 27, 2014. The meeting was chaired by W. Lorenzen, Councillor. Other members present included: G. Parrott, Councillor; B. Dove, Councillor; P. Fudge, Fire Chief; A. Quilty, Fire Inspector; A. Roberts, Municipal Enforcement Officer; L. Small, Administrative Assistant.

The following items were discussed:

**PUBLIC SAFETY**

**Previous Minutes**

The previous minutes were reviewed and accepted as presented.

**Trail Barriers/ Signage**

**BARRIERS-** The Committee is quite concerned about tampering that has taken place on the trail barriers recently installed at the Yeager Street trail area. A resident is taking it upon himself to make changes to these barriers on Town property. The Committee will be investigating as it is costing taxpayer's money to have the work undone or replaced and is taking staff away from other work they need to be finishing before winter. More importantly, this could cause a safety hazard for users. The Committee has asked that an itemized cost of these alterations be prepared and review our legal position in this matter.

This issue needs to be addressed as a whole, which was pointed out at the last Privileged meeting of Council. A Committee needs to be formed or all of council should meet as several other Departments such as Tourism, Parks and Recreation, and even Development are affected by the trailway system. The Municipal Enforcement Department and Public Safety can only deal with the items related to the safety issues and signage etc. on the trails, not the expansions, or physical upkeep etc.

There is currently a petition being circulated and the Committee agreed that public opinion is required for feedback.

A public forum asking residents for solutions, possibly in a round table type setting, could include representatives from the Province, Chamber of Commerce, Destination Gander, The Snow Mobile Club, etc.

As Council feels that there is more research required on this matter, it was felt that we should stay with the status quo until this is complete. Because of this, it was agreed that the barriers recently erected on several trails should be removed.

**Motion #14-223**

**Trail Barriers**

Moved by Councillor Lorenzen and seconded by Councillor Anstey that the barriers erected this fall on Town trails be removed.

In Favour: 6      Opposing: 1 – Councillor McBreairty

**Decision:** Motion carried.

**Correspondence**

The Committee reviewed a letter from the Provincial Department of Justice regarding the Town’s request to avail of their “Use of Force” training with Fish & Wildlife Enforcement Officers. The Justice Department has turned down the request and Committee would like this explored further and the Fire Chief will follow up with the CAO on further action to be taken.

**TCH/Magee Intersection**

The Committee reviewed several emails and letters from residents expressing their concerns about the TCH and Magee Road intersection. There have been numerous close calls, several accidents, and deaths attributed to the dangers of this area of the TCH. They feel that this area should be reviewed and re-designed to ensure safer passage of vehicles.

The Committee wishes to advise the public that the Trans Canada Highway is under the jurisdiction of the Department of Transportation however, a letter will be drafted and sent to Minister David Brazil’s office expressing our concerns with regards to this intersection.

Council would like to invite Government officials to the next Public Safety Meeting.

**11 Cheshire Crescent**

The Committee reviewed a request from the owner of 11 Cheshire Crescent.

The resident explained that he has had trouble with vandalism and he would like the Town of Gander to look into possible lighting solutions for the area at the rear of his home. While the Committee understands his concerns, green belts are not required to have lighting installed and feels it's the homeowners responsibility to illuminate their own properties.

### **Fraser/Elizabeth Crosswalk Light**

It was brought to the Fire Chief's attention that the flashing yellow light over the crosswalk on Elizabeth Drive at the bottom of Fraser Road is no longer required at that location and may be put to better use elsewhere in town.

The Committee agreed and would like to see this light moved to the area on Elizabeth Drive where the splash pad and other recreation facilities are located.

The Municipal Works Department will be forwarded this request for follow up.

### **Fire Fighter Recruitment- Update**

The Chair asked about the recent recruitment night held at the Fire Hall and was informed that while the intake of recruits is normally 8-10, there were only 3 people in attendance this year. It was noted that volunteerism appears to be down in many sectors of the community.

### **Live Fire Burn**

The Committee would like to advise the public that Gander Fire Rescue will be conducting a Live Fire Burn Exercise at their training ground on Saturday Nov. 15<sup>th</sup> starting at 9:00 am.

The general public is invited to attend, from 10:00 am to 12:00 pm, to view the Fire Department putting their firefighting skills to practical use. The training exercise will end with the burning of a complete structure.

### **Human Resources**

There were no items to report.

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

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

The Parks and Recreation Committee was held on October 27, 2014. The meeting was chaired by S. McBreairty, Councillor. Other members present included: C. Abbott, Deputy Mayor; R. Anstey, Councillor; B. Dove, Councillor; G. Brown, Director of Finance; B. Freeborn, Director of Recreation and Community Services (A).

The following items were discussed:

### **2015 Budget**

The Committee reviewed the Department's proposed budget for 2015. The recommendations will be forwarded to the Finance Committee for their consideration and presented by Council on December 17<sup>th</sup>.

### **Dog Park Update**

The Department is in the process of reviewing the site for the Dog Park at the Cobb's Pond Rotary Park. The Engineering Department will be doing an assessment of the area in the near future. The Director will also be working with the Dog Park Committee on the layout.

The Department also looked at using the Derby Pit as a temporary dog park. Over the years, the site has been filled in after the annual Derby and underneath there could be anything from small pieces of metal, bolts, etc. Also there may be oil and gas in the dirt from the vehicles. We can go in and remove any debris seen on the surface but if a dog digs in this dirt, there is a potential hazard for cutting their paws or getting oil and gas on their paws/bodies. Therefore, the site was deemed unsuitable.

### **Cobb's Pond Rotary Park Update**

A letter was forwarded to the Construction Engineering Flight at the Canadian Forces Base asking if they would be available to help with the removal of the old and construction of the new boardwalk at Cobb's Pond Rotary Park. The Department is waiting for a response.

### **Destination Gander re Invoice**

Destination Gander had some concerns with the invoice they received from the Town for the National Softball Tournament held this past July. They were charged for erecting fencing on one of the ball fields. The Department had made an agreement to erect the fencing on one field for no charge since it was needed for Gander Day being held the day before the tournament. They were also overcharged for cleanup and breakdown of fencing which they were not aware of since they paid for extra staffing during the tournament.

The Committee agrees that the charges be reduced by \$480 for the setup and breakdown of the fencing as well as reduced by \$320 for staffing cleanup after the tournament finished.

The revised charges, as attached, are forwarded to the Finance Committee for their consideration.

### **Gander Flyers**

The Gander Flyers first home games are scheduled for November 8<sup>th</sup> and 9<sup>th</sup>. The ticket sales schedule is the same as last year. Holding seat patrons can pick up their tickets the Tuesday and Wednesday night before games from 7 – 9 pm. The general public sale will be the next day, Thursday from 5 – 7 pm. Online sales start on the Friday morning before the games. For more information, please call 651-5927.

### **Morning Skating Cancellations**

The Community Centre will be replacing all the lighting in the building with energy efficient lighting. In order to do the lights over the ice surface, we will need to cancel some skating/ice times between Nov 3 – 7. The replacement will take place between 8 am and 3 pm daily and all groups affected have been notified. The Centre apologizes for any inconvenience this may cause.

### **Closure of Playgrounds for the Season**

All playgrounds in Gander, with the exception of Cobb's Pond Rotary Park and the Elizabeth Drive Play Lot, are closed for the winter. These two play lots will remain open for another few weeks or until the weather turns. However, the washrooms at both of these areas are closed due to the seasonal staffing being laid off.

### **Gander Curling Club**

The Gander Curling Club advised that due to problems with the condenser, they are delayed opening this year. The condenser is part of the plant that is required to make ice. They have one on order and hope to have the curling ice up and running again sometime between the end of November and mid-December.

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

The Economic Development Committee report was presented by Councillor Anstey.

The Economic Development Committee meeting was held on October 27, 2014. The meeting was chaired by R. Anstey, Councillor. Other members present included: S. McBreairty, Councillor; RJ Locke, Economic Development Manager; D. Quinton, Economic Development Officer; G. Brown, Director of Finance; D. Chafe, CAO.

The following items were discussed:

### **2015 Departmental Budget Review**

The Committee reviewed the preliminary Economic Development budget and forwards it to the Finance Committee for review and consideration.

The Director of Finance left the Committee meeting.

### **HBB Application - 14 Morgan Drive**

The Committee reviewed an application from the resident of 14 Morgan Drive.

**WHEREAS** an application has been received from *Paula's Sewing & Alterations* to operate a home based business offering sewing and alterations services.

**AND WHEREAS** the advertising and discretionary use notices were posted with no objections received by the deadline date of October 9<sup>th</sup>, 2014 and it meets all of the Town of Gander's Development Regulations.

### **Motion #14-224**

#### **HBB Application – 14 Morgan Drive**

Moved by Councillor Anstey and seconded by Councillor Dove that *Paula's Sewing & Alterations* be permitted to operate a home based business offering sewing and alterations services from 14 Morgan Drive.

In Favour:     7           Opposing:     0

**Decision:**     Motion carried.

The Committee meeting adjourned at 1:00pm and met again at 6:00pm to discuss remaining agenda items. Councillor Rob Anstey joined and chaired this meeting.

### **Home Based Business (HBB) Regulations Review**

The Committee understands the importance of establishing Home Based Business regulations that encourages entrepreneurship and provides a mechanism for small business start-up. The goal is for Home Based Business to grow and expand thereby relocating into a commercial property.

The Committee reviewed proposed changes to the HBB regulations as attached, and is presenting them to Council for their first reading.

## **D. Tourism Committee:**

The Tourism Committee report was presented by Councillor Dove.

The Tourism Committee meeting was held on October 28, 2014. The meeting was chaired by B. Dove, Councillor. Other members present included: C. Abbott, Deputy Mayor; S. McBreairty, Councillor; K. Sceviour, Special Event Coordinator; G. Brown, Director of Finance; D. Chafe, CAO; B. Freeborn, Director of Recreation & Community Services (A).

The following items were discussed:

### **2015 Budget**

The Committee reviewed the Department's proposed budget for 2015. The recommendations will be forwarded to the Finance Committee for their consideration and presented by Council on December 17th.

The Director of Finance left the meeting.

### **Bonfire Night**

The Town of Gander and Gander Fire Rescue will be hosting a Community Bonfire on Wednesday, November 5th from 6:30pm – 8:00pm weather permitting. The event will be taking place next to the school construction site so residents are asked to be cautious and obey the signage in the area. The Municipal Police will be on site to help with parking and the Gander Salvation Army and the Boys and Girls Club will be on hand with refreshments.

Councillor Lorenzen left the Council meeting due to conflict of interest.

### **Cobb's Pond Recreation Activity**

A request from Sideways Motorsports to use Cobb's Pond for a snowmobile drag race was reviewed at the last Tourism Committee meeting. The Committee requested that the Event Coordinator gather further information about the event and the safety precautions that would be taken should an accident occur. Sideways Motorsports confirmed that the proposed event date is February 21st with February 28th as a rain date and that the liability insurance covers the Town, the organizer and Sideways Motorsports. The participants also have their own coverage and sign a waiver for the event. In addition, there is a crew at the event site with safety equipment (floatation, ropes, rescue slide, etc) and an environmental spill kit.

The Committee was satisfied with the safety protocols in place for the event and recommend that the Town give Sideways Motorsports permission to host this event at Cobb's Pond.



Councillor Lorenzen returned to the Council meeting.

### **Spooky Skate – November 1**

A Spooky Skate will be held at the Gander Community Centre on Saturday, November 1 from 4-5pm. This event was organized to take the place of the Haunted Trail which due to safety concerns and weather was canceled. Anyone who purchased tickets to the Haunted Trail will receive a refund if they return their tickets to the Community Centre Administration Office between 8:30am – 4:30pm, Monday to Friday.

The event staff is considering alternate venues for an indoor “Haunted” event for next year.

### **Jersey Day – November 28<sup>th</sup>**

Friday, November 28th has been designated as Jersey Day in Canada - a national day to show your love and support for sport by wearing a jersey, team or club uniform to school, work or play. The Committee agreed this is a great initiative and recommends that the Town of Gander staff participate and encourages residents to get in the spirit and show your love of sports by donning a jersey!

### **Sports Day in Canada –November 29<sup>th</sup>**

RBC Sports Day in Canada, presented by ParticipACTION, CBC and True Sport, is a national celebration of the power of sport to build community and get Canadians moving! The fifth annual event will take place on Saturday, November 29th in communities from coast to coast. The Town of Gander will be participating in this event by hosting a free skate and other events yet to be determined.

An email will be sent to local sports groups encouraging them to participate in this event by hosting try-it days, open houses, games, competitions, meet-and-greets, tournaments, fun runs, spectator events and pep rallies that celebrate sports at all levels. Keep checking the Town’s Facebook page for more information.

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

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

The Municipal Works & Services Committee was held on October 29, 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; J. Boland, Planning and Control Technician.

The following items were discussed:

### **Invoices for Approval**

The Committee reviewed an invoice from Petroleum and Engineering Services for professional services received for the remediation of contaminated soil at the Municipal Works Depot. The Director advised the Committee that all goods and services have been received and meet the Town of Gander's specifications.

The Committee is recommending that the invoice be paid and forwards this to the Finance Committee for their consideration.

### **Civic Enhancement**

The Committee reviewed correspondence from the Civic Enhancement Committee acknowledging the time and effort the Town has taken towards enhancing areas throughout the Town of Gander, through the planting of trees and the development of green spaces.

They indicated that in recent year's private citizens, organizations, and businesses in the Town, in addition to the Municipality itself, had taken great strides in making the community a more esthetically pleasing place to be. They also indicated the Town's contributions have not gone unnoticed by citizens and visitors alike.

The Town Council of the Town of Gander would like to thank the Civic Enhancement Committee members for their efforts and look forward to working with them in the future.

### **Purchase Backland – 61 Byrd Avenue**

The Committee reviewed correspondence from the previous owner of 61 Byrd Avenue requesting to purchase a parcel of land at the rear of that property. The Committee was advised that the land in question is not currently within the land bank. The Committee is not recommending this land be added to the land bank at this time or made available for sale.

The individual will be written and notified of Council's decision, as well as, provided a rationale as to why the land will not be made available for sale at this time.

### **Evangel Pentecostal Church – Accessory Building**

The Committee reviewed correspondence from a representative of the Evangel Pentecostal Church regarding their proposed furniture ministry program, as well as, a proposed accessory building to accommodate this use within the Town of Gander. It was noted that the request does not meet the accessory building guidelines.

The Committee also reviewed a recommendation from the Municipal Works Department, which is being presented for its first reading, with proposed changes to better accommodate accessory buildings for Commercial properties throughout the Town of Gander.

The recommended changes are attached and essentially provide more flexibility for businesses that have large parcels of land and wish to have accessory buildings to accent their business or existing facility.

Anyone who wishes to express concerns or recommendations with the proposed changes as attached is encouraged to contact the Engineering Department on or before November 14, 2014.

### **Active Major Projects**

The Director briefed the Committee on active Capital Works Projects throughout the Town and the status of each. The Committee was pleased with the progress of the projects, considering the late release of the contractual work and feels confident that the work will be completed before the end of the construction season and hopes that the weather cooperates.

Councillor Anstey left the Council meeting due to conflict of interest.

### **Sidewalks on Cheshire Crescent/Hornell Street**

The Developer for Phase 17 of the Northeast land assembly had contacted the Engineering Department indicating that he wished to have returned the holdback that the Town had retained for sidewalk in that section of Town that had deteriorated.

The Committee had a general discussion and is recommending that the Engineering Department go to tender to have the sidewalk rehabilitated and any remaining funds, left after all costs have been recovered for the reinstatement of that sidewalk, be returned to the Developer.

Councillor Anstey returned to the Council meeting.

### **Tender – Brush Cutting**

The Committee reviewed the results of the tender for Brush Cutting. Two bids were received and the Director advised that the lowest bid of the tenders that met specifications was submitted by **W. Reid Construction**.

The Committee recommends that the tender for Brush Cutting be awarded to **W. Reid Construction** and refers the Tender to the Finance Committee for its consideration.

**F. Finance & Administration Committee:**

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

The Finance & Administration Committee was held on October 30, 2014. The meeting was chaired by C. Abbott, Deputy Mayor. Other members present included: G. Parrott, Councillor; W. Lorenzen, Councillor; G. Brown, Director of Finance; D. Chafe, CAO.

The following items were discussed:

**Invoice for Approval**OPERATINGAS RECOMMENDED BY THE MUNICIPAL WORKS & SERVICES COMMITTEE OCTOBER 29, 2014

- |   |           |
|---|-----------|
| 1. Petroleum & Environmental Services                                 | 19,959.63 |
| 00-560-6100-5400, contaminated soil, tank removal & reporting thereof |           |
| Budget 5,000 Spent to date 112,230                                    |           |

Total invoice for approval \$19,959.63

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

**Motion #14-225****Invoice for Approval**

Moved by Deputy Mayor Abbott and seconded by Councillor Lorenzen that the invoice be paid as presented.

In Favour: 7      Opposing: 0

**Decision:** Motion carried.

**Building Canada Fund**

The Building Canada Fund is accepting applications for infrastructure projects. The Town will be submitting a proposal to fund the proposed new Sewage Treatment Facility at an estimated cost of \$45 million. If approved we will be responsible for 30% of the cost which would be \$15 million dollars.

### **Tender for Brush Cutting**

The Finance Committee reviewed tender results for Brush Cutting for which two bids were received. The lowest bid that met specifications was from W. Reid Construction.

#### **Motion #14-226**

##### **Tender for Brush Cutting**

Moved by Deputy Mayor Abbott and seconded by Councillor Parrott that the tender for Brush Cutting be awarded to W. Reid Construction at a price of \$13,050.00 HST inclusive.

In Favour: 7      Opposing: 0

**Decision:** Motion carried.

### **Destination Gander Invoice**

The Committee reviewed the recommendation from the Recreation Committee that an adjustment be made to the Destination Gander invoice for field rentals for the national softball tournament.

#### **Motion #14-227**

##### **Destination Gander Invoice**

Moved by Deputy Mayor Abbott and seconded by Councillor Anstey that the invoice be reduced by \$800 to \$2200.

In Favour: 7      Opposing: 0

**Decision:** Motion carried.

### **Rules of Procedure**

The Committee reviewed a proposed amendment to the Rules of Procedure of Council. What the amendment would do is require that the Council agenda be posted on the Town's website no later than the day before the meeting and it also puts a deadline on when Committee meeting minutes will be circulated to Council for their review.

#### **Motion #14-228**

##### **Rules of Procedure**

Moved by Deputy Mayor Abbott and seconded by Councillor Anstey that the amended Rules of Procedure be adopted as attached.

In Favour: 7      Opposing: 0

**Decision:** Motion carried.

**G. Other:**  
None.

## **6. OUTSIDE COMMITTEE UPDATE**

### **Gander Heritage Committee**

The proposed Gander Heritage Committee held its inaugural meeting Tuesday, Nov. 4, with Councillor Lorenzen acting as facilitator and Media Coordinator Greg Seaward attending as the resource person. Other attendees included Sid Small, representing the Board of the North Atlantic Aviation Museum; Dr. Peter Blackie, Frank Tibbo and Noel Rideout, with Catherine Chafe joining the meeting by telephone.

All present supported the formation of a Gander Heritage Committee as an umbrella group to represent the interests of the various history/heritage-related special interest groups in Gander and area, and attendees all indicated they would be willing to become members of such a group, and/or stand for election to its executive committee.

It was agreed that the next step should be to reach out to the various groups that are already active in the greater community to ensure there is consensus on the proposed mandate; and to concurrently research the most appropriate governance structure through which to achieve that objective. It is hoped the group can reconvene before Christmas to review progress on these first steps.

**7. ADMINISTRATION**  
None.

**8. CORRESPONDENCE**  
None.

**9. NEW BUSINESS**  
None.

## 10. ADJOURNMENT

### Motion #14-229

#### Adjournment

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

In Favour: 7      Opposing: 0

**Decision:** Motion carried.

The meeting adjourned at 5:20pm.

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**C. Elliott, Mayor**

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**G. Brown, Town Clerk**