

# MINUTES

Regular Meeting of Council  
Wednesday, September 28, 2016 @ 4:30 pm  
Council Chambers

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

<b>Advisory and Resource:</b>	<b>D. Chafe</b>	<b>Chief Administrative Officer</b>
	<b>G. Brown</b>	<b>Town Clerk</b>
	<b>S. Fisher</b>	<b>Deputy Municipal Clerk</b>
	<b>J. Blackwood</b>	<b>Director of Engineering</b>
	<b>S. Burbridge</b>	<b>Director of Public Works</b>
	<b>P. Fudge</b>	<b>Fire Chief</b>
	<b>D. Quinton</b>	<b>Director of Development (A)</b>
	<b>N. Newell</b>	<b>Director of Recreation &amp; Community Services</b>

<b>Regrets:</b>	<b>S. McBreairty</b>	<b>Councillor</b>
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## 1. CALL TO ORDER

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

## 2. VISITORS/PRESENTATIONS

### **Wounded Warriors Presentation**

This item was deferred until the next Council meeting.

### **National Teen Driver Safety Week Proclamation**

The Mayor proclaimed the third full week in October as National Teen Driver Safety Week.

### **Alleged Organ Harvesting in China**

WHEREAS the Town of Gander has received representation from members of Falun Gong that the Chinese government is involved in organ harvesting from religious or political prisoners; and

WHEREAS in 2006 and in 2016 Canadian researchers David Matas, human rights attorney, and David Kilgour, former Canadian Secretary of State for Asia-Pacific, conducted an independent investigation into allegations of organ harvesting from Falun Gong prisoners in China, and concluded that Falun Gong practitioners being killed for their organs was highly probable;

THEREFORE BE IT RESOLVED that the Town of Gander request that the Government of Canada review the allegations of organ harvesting by the Chinese government.

## **3. MINUTES FOR APPROVAL**

### **Motion #16-192**

#### **Minutes for Approval**

Moved by Councillor Parrott and seconded by Deputy Mayor Abbott that the Minutes from the Regular Meeting of Council on September 7, 2016 be adopted as presented.

In Favour: 6      Opposing: 0

**Decision**                      Motion carried.

## **4. BUSINESS ARISING FROM PREVIOUS MINUTES**

## **5. REPORTS – STANDING COMMITTEES:**

### **A. Recreation & Community Living:**

The Recreation & Community Living report was presented by Councillor Lorenzen.

The Recreation & Community Living meeting was held on September 19, 2016. The meeting was chaired by W. Lorenzen, Councillor. Other members present included: B. Dove, Councillor; R. Anstey, Councillor; N. Newell, Director of Recreation & Community Services.

The following items were discussed:

### **Review of Previous Minutes**

The previous minutes were reviewed and approved.

### **Cobb's Pond Flower Beds**

A complaint was received from a resident regarding the alders growing in the flower beds at Cobb's Pond Rotary Park. The Director advised that this issue has been addressed previously and that, unfortunately during certain times of the season, there are more weeds than usual. Throughout the season various types of work at the park takes priority but the Facilities Supervisor has been made aware of this.

### **International Food Fair**

An e-mail was sent to the Director looking for support from Council for a potential International Food Fair. The Committee agrees this has potential to be a wonderful community event but a more detailed plan outlining the proposed requests from the Town of Gander for in-kind and/or budgetary support needs to be submitted before a commitment can be made. The Director advised she will notify the individual of what needs to be submitted for further consideration.

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

The Director advised that the Cobb's Pond Rotary Park Boardwalk is now open. The public is reminded to use caution when using the boardwalk and to please remember to clean up after their pets. There are dog dispenser bags located throughout the boardwalk for residents to avail of. The Department is in the process of planning an official opening for the boardwalk in the fall and the public will be notified of the date.

### **9/11 Events and Quad-a-Palooza**

The Director advised the Committee on two events that happened during the weekend of Sept 10<sup>th</sup> & 11<sup>th</sup>, namely Quad-a-Palooza and the 9/11 activities. It was a busy weekend for the Recreation & Community Services Department that required all staff and resources. The final reports for these events will follow for the Committee and the 2017 budget process. The Committee would like to thank the Department and all staff for working to ensure that both events were successful.

### **Upcoming events**

- Oct 9: St. John's Icecaps vs. Toronto Marlies
- Oct 29: Come From Away Play

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

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

The Development, Tourism & Culture Committee was held on September 20, 2016. The meeting was chaired by R. Anstey, Councillor. Other members present included: W. Lorenzen, Councillor; R. Locke, Development Director.

The following items were discussed:

### **Review of Previous Minutes**

The Committee reviewed and discussed the Minutes of the previous meeting. No changes were required.

### **Update: Newfoundland T’Railway infrastructure upgrades**

The Committee reviewed a news story indicating that funding was secured to make the necessary upgrades to the bridge in the community of Terra Nova. These upgrades are required to restore continuity through the T’Railway Provincial Park. Without bridge restoration, tour groups traveling East-West will not be able to continue and will be forced to turn around.

As this bridge has a significant economic impact on the provincial tourism industry, the Committee would like to acknowledge the funding commitments made by the Canadian Off-Highway Vehicles Distributors Council and the Newfoundland and Labrador Snowmobile Federation.

With funding secured, the repairs should begin in the coming weeks.

### **Request to Support “Business Monthly Coffee Breaks”**

The Committee reviewed a request from the Business Development Bank of Canada (Grand Falls-Windsor branch) offering the Town of Gander the opportunity to sponsor and partner on “Business Monthly Coffee Breaks”

The intention of this event is to provide a venue and opportunity for local entrepreneurs to socialize and network with one another along with local business support agencies.

The Committee supports this request and feels that this is a great initiative to engage and interact with the local business and community stakeholders.

The Committee asked staff to follow up with the Business Development Bank of Canada.

## Potential 2017 Departmental activities

The Director presented the Committee with a list of potential departmental activities and initiatives for 2017. These included activities such as investment attraction, tourism, commercial land development and business engagement.

After discussion and consideration, the Committee advised the Director to work with the applicable departments and outside stakeholders to assess the feasibility and any financial considerations which would then be presented during the 2017 budgeting process.

### C. Governance & Community Engagement:

The Governance & Community Engagement Committee report was presented by Deputy Mayor Abbott.

The Governance & Community Engagement Committee meeting was held on September 20, 2016. The meeting was chaired by C. Abbott, Deputy Mayor. Other members present included: W. Lorenzen, Councillor; D. Chafe, CAO.

The following items were discussed:

#### Review of Previous Minutes

The Committee reviewed and discussed the Minutes of its previous minutes during which the CAO advised of staff concerns of proceeding with the adoption of PingStreet, a mobile application.

After subsequent research, staff feels that PingStreet may not live up to Council's expectations and that other less expensive alternatives exist. The Committee has asked that the Manager of Information Systems present other options at the next committee meeting.

#### Public Budget Consultations

The Committee was advised that the Public Budget Consultations for the 2017 municipal budget have been set for Tuesday, October 4<sup>th</sup> from 6:00pm to 8:00pm, Wednesday, October 5<sup>th</sup> from 2:00pm to 4:00pm, and Thursday, October 6<sup>th</sup> from 10:00am until noon. The consultations will be held in the Council Chambers. Residents and groups interested in presenting at one of these sessions are asked to contact the Town at 651-5909 or by email at [info@gandercanada.com](mailto:info@gandercanada.com).

## Special Committees

From time to time Council may deem it appropriate to strike a special committee to investigate or explore a specific issue or initiative. In such instances, the Committee would like to have a formalized protocol for the establishment of such. Management has been asked to amend Council's Rules of Procedure so as to set parameters for the establishment of special committees which are compliant with the Municipalities Act and accountable to Council.

## Electoral Reform

The Chair reported on a recent Electoral Reform Town Hall meeting with MP Scott Simms. The Government of Canada is undertaking a comprehensive consultative process as it considers significant changes to the federal electoral process. Electoral reform may dramatically affect the election process and how provinces and citizens are represented in Ottawa. The Committee is encouraging residents to get involved with the process by learning more about the reform and voicing your opinion. For more information go to Government Canada website [www.canada.ca](http://www.canada.ca) and search for "electoral reform".

## Ban on Plastic Bags

Municipalities Newfoundland and Labrador is considering a motion by the City of St. John's, which, if adopted, would see the province wide ban of all plastic shopping bags. The Committee is recommending endorsement of this motion and will be bringing it forward at the next Regular Meeting of Council for further discussion.

## Illness, Births and Bereavement Policy

The Committee reviewed changes to the Illness, Births and Bereavement policy. The proposed changes are intended to assist Council in recognizing the passing of a former Councillor or Employee so that the appropriate condolences are extended to their families.

### Motion #16-193

#### Illness, Births and Bereavement Policy

Moved by Deputy Mayor Abbott and seconded by Councillor Lorenzen that changes to the Illness, Births and Bereavement policy be adopted as attached.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

**D. Engineering, Planning & Controls:**

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

The Engineering, Planning & Controls Committee meeting was held on September 21, 2016. The meeting was chaired by G. Parrott, Councillor. Other members present included: C. Abbott, Deputy Mayor; J. Blackwood, Director of Engineering; J. Hillier, Administrative Assistant.

The following items were discussed:

The previous minutes were reviewed and approved as presented.

**Trail Perimeter – Magee Road**

The Director advised the Committee that the Public Works and Services Committee had recently met to discuss a section of Town owned land that was inadvertently included during the land transfer to the school board for the construction of the new 4-6 school. The land in question is the Town of Gander's perimeter ATV trail, previously located between Raynham/Magee intersection and Magee Road Sewer Treatment Plant, and therefore will have to be relocated.

It was determined by the Public Works and Services Committee that the safest location for the ATV trail perimeter would be Magee Road and is recommending the Engineering Department begin the process on reacquiring the section of land.

The Director informed the Committee that he had recently met with representatives from the school board, as well as, an Engineering firm, hired by the school board, to complete a traffic study for the new 4-6 school.

The Director suggested holding off with the reacquiring of that section of land until the traffic study is completed. The traffic study will include recommendations for a location of the new trail way, as well as, cost estimates for the work associated with the installation of the new trail way. The Director also indicated that the traffic study should be complete before the budget process.

The Committee is in agreement with waiting until the traffic study is complete before making a final decision to relocate the trail way.

## Commonwealth War Graves – Trans Canada Highway

The Director of Engineering informed the Committee that the Heritage Advisory Committee is requesting in-kind services from the Engineering Department to provide a concept design showing upgrades to the site entrance, including dedicated access lanes on the Trans-Canada Highway, and straightening of the main road into the Commonwealth War Graves.

In efforts to seek Provincial and Federal funding, the Heritage Advisory Committee will forward the concept design to the Province.

The Committee discussed this request and feels that this is a valuable asset to the Town of Gander therefore, is in agreement with the Engineering Department providing a conceptual design for the proposed changes.

## Municipal Plan Amendment #15 & Development Regulation Amendment #21

Municipal Plan Amendment # 15, 2016 and Development Regulations Amendment # 21, 2016 is now ready for approval by Council.

This amendment proposes to re-zone a parcel of land to the North of Mitchell Street, currently zoned **Open Space Conservation (OSC)**, to a **Residential Medium Density (RMD)** zone. The re-zoning will provide for the expansion of existing and future residential properties.

The required advertising and provincial review has been completed. A Public Hearing was scheduled for September 13, 2016 at the Town Hall. There were no objections received by the deadline date of September 9, 2016 and the hearing was cancelled.

### Motion #16-194

## Municipal Plan Amendment #15 & Development Regulation Amendment #21

Moved by Councillor Parrott and seconded by Deputy Mayor Abbott that Municipal Plan Amendment # 15, 2016 and Development Regulations Amendment # 21, 2016 be approved under Section 23 of the Urban and Rural Planning Act 2000.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

## **E. Public Works & Services:**

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

The Public Works & Services Committee was held on September 20, 2016. The meeting was chaired by R. Anstey, Councillor. Other members present included: G. Parrott, Councillor; B. Dove, Councillor; A. Quilty, Fire Chief (A); D. Moulton, Director of Public Works & Services (A); W. Jenkins, Municipal Officer In Charge; L. Small, Administrative Assistant.

The following items were discussed:

### **Delegation –RCMP**

The Committee met with Staff Sgt. Roger Flynn who provided an update on RCMP staffing and upcoming activities, a copy of which is attached. Staffing levels are good and the Detachment is about to roll out their “Distracted Driving and Intersection Safety” initiatives which will focus on cell phone use and intersection stop signs etc. They also have Enhancing Youth Engagement, Preventing Family Violence, and Community Communications on their priority list for 2016-2017.

Sgt. Flynn left the Committee meeting at 10:40 am.

### **Review of Previous Minutes**

The previous minutes were reviewed and approved as presented.

### **Invoices for Approval**

The Committee reviewed one invoice for \$ 14, 937.35 from Electric Motor & Pump to replace the water reservoir pump.

The Committee also reviewed two invoices from Central NL Waste Management; one in the amount of \$ 27, 519.36 for the tipping fees and another for \$ 26, 353.41 for curbside collection fees; both for the month of August.

The Acting Director of Public Works & Services advised the Committee that all goods and services had been received and met the Town’s specifications. The Committee recommends that the invoices be forwarded to the Finance Committee for its consideration.

## Policy ME014- Auxiliary Municipal Enforcement Officers

This item is presented to Council for the second and final reading. The Committee was advised that there are no longer auxiliary police officers working for the Town of Gander.

### Motion #16-195

#### Policy ME014 – Auxiliary Municipal Enforcement Officers

Moved by Councillor Anstey and seconded by Councillor Dove that Policy ME014-Auxiliary Municipality Enforcement Officers be recinded.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

## 6 Alcock Crescent- Lawn remediation

The Committee received a request from the owners of 6 Alcock Crescent to meet with them to discuss their property re-instatement for work completed in 2014. The Committee has reviewed correspondence, to and from the owners, clearing stating that they would be responsible for this work and feels there is no further action required.

## Noise Complaint-After-Market Mufflers

The Committee reviewed a complaint regarding the loud noises produced by after-market mufflers on vehicles in town. The Town does not have a specific by law for this however, Section 29 of the Licensing and Equipment Regulations under the Highway Traffic Act states:

- 29.** (1) *A motor vehicle propelled by an internal combustion engine shall be equipped with an exhaust system consisting of a series of pipes or chambers which ensures that the exhaust gases from the engine are cooled and expelled without excessive noise.*
- (2) *A person shall not drive or operate a motor vehicle propelled by an internal combustion engine with a muffler*
- (a) *that is cut out, disconnected from the engine or is defective;*
- (b) *from which has been removed a baffle plate or other part;*
- (c) *the exhaust outlet of which has been opened or widened; and*
- (d) *to which is attached a device which increases the noise of the expulsion of the gases from the engine or allows a flame to be emitted from the exhaust system.*

The Committee has asked staff to contact the complainant to discuss the matter.

## Proposed Traffic Fine Increase

The Municipal Officer in Charge presented the Committee with two proposed parking fine increases as the Provincial Government has raised the administration fees for processing ticket payments in its budget last Spring.

The first one is for Regulation 7- No parking zones and this will increase from \$ 27.00 to \$ 40.00. The second one is for disabled parking areas and this will increase from \$ 82.00 to \$ 109.00.

### Motion #16-196

#### Proposed Traffic Fine Increase

Moved by Councillor Anstey and seconded by Councillor Parrott that the town increase its “no parking” ticket fee from \$ 27.00 to \$ 40.00 and the “disabled parking” ticket fee from \$ 82.00 to \$ 109.00.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

## Fall Refuse Dates & HHWD

The Committee would like to advise the residents of Gander that there will be no fall clean-up week, however, there are two drop off dates at the depot on McCurdy Drive each month for the rest of the year.

The dates for next month are October 15<sup>th</sup> & 29<sup>th</sup>. There is also a Household Hazardous Waste Day scheduled for October 1<sup>st</sup> at the Gander Curling Club parking lot. Details can be found on the Town website at [www.gandercanada.com](http://www.gandercanada.com).

## F. Finance & Administration:

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

The Finance & Administration Committee was held on September 22, 2016. The meeting was chaired by B. Dove, Councillor. Other members present included: C. Abbott, Deputy Mayor; G. Parrott, Councillor; G. Brown, Director of Finance.

The following items were discussed:

## 99 Sullivan Avenue

The new owner of 99 Sullivan Avenue has modified his request for compensation for approximately 36 metres of his land that the Town is using as it encroaches into the Gander Academy rear entrance road. He is now agreeable to the swap but is asking Council consider selling another 160 metres to him directly behind his property.

This land is not in the land bank and the Committee was not prepared recommend that Council sell it. They will, however, stand to the offer to either swap land or give him \$500 whichever he prefers.

## Invoices for Approval

### OPERATING

1.	CIMCO	16,632.55
	00-820-1000-6805, plant maintenance	
	Budget 16,700 Spent to date 12,000	

### AS RECOMMENDED BY THE PUBLIC WORKS & SERVICES COMMITTEE SEPTEMBER 21, 2016

2.	Electric Motor & Pump (Pioneer Enterprises)	14,937.35
	00-400-6600-6400, dismantle old pump, install new bowl	
	Budget 5,900 Spent to date 15,816	
3.	Central Newfoundland Waste Management	27,519.36
	00-430-1000-7007 total tipping fees August	
	Budget 347,900 Spent to date 222,470	
4.	Central Newfoundland Waste Management	26,353.41
	00-430-1000-7008 curbside collection fees August	
	Budget 301,800 Spent to date 180,282	

Total operating invoices for approval \$85,442.67

## Motion #16-197

### Invoices for Approval

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

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

### **Municipal Assessment Agency 2017 Assessment Roll**

The Town has received notification that the Municipal Assessment Agency will be mailing out Assessment notices for the 2017 tax year on October 3, 2016. Any individual who wishes to appeal their assessment must do so by November 2, 2016 and any appeals must be made to the Municipal Assessment Agency. If anyone has any questions on the process, they should call 1-877-777-2807.

### **Tender – Two Exhaust Fans for Water Treatment Plant**

The Committee reviewed the tender results for two Exhaust Fans for the Water Treatment Plant for which five bids were received. The lowest bid that met specifications was from Glenn Collings Ltd.

#### **Motion #16-198**

### **Tender – Two Exhaust Fans for Water Treatment Plant**

Moved by Councillor Dove and seconded by Councillor Anstey that the tender for two Exhaust Fans for the Water Treatment Plant be awarded to Glenn Collings Ltd. at a price of \$37,375.00 HST inclusive.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

The fans are \$22,900 under budget. This is a cost shared project with the Province paying 70% and the Town 30%.

### **Performance Appraisal System Policy**

Staff have reviewed the Policy for Performance Appraisals and have had concerns with the form required to be used. There has been a new form drafted to replace the one that has been giving us concerns.

#### **Motion #16-199**

### **Performance Appraisal System Policy**

Moved by Councillor Dove and seconded by Deputy Mayor Abbott that the Performance Appraisal System Policy P005 be amended to replace the existing form with the new one as attached.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

## 6. ADMINISTRATION

None.

## 7. CORRESPONDENCE

None.

## 8. NEW BUSINESS

### Removal Order – 73 Yeager Street

The owner of 73 Yeager Street has constructed a shed on his deck that does not meet the Town of Gander's Accessory Building Regulations.

#### Motion #16-200

#### Removal Order – 73 Yeager Street

Moved by Councillor Parrott and seconded by Councillor Dove that a Removal Order be issued to the owners of 73 Yeager Street requiring them to remove the shed that is constructed on their deck.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

### Syrian Refugee Update

The Deputy Mayor notified Council that families are integrating well, noting that one has gotten a job already. Another family is scheduled to arrive in the near future. It was noted that it takes enormous volunteer support to make this successful process.

### Opening and reception of "Come from Away" Musical held in Washington DC

The Mayor provided Council with an update of his recent attendance at the official opening and reception of the "Come from Away" Musical in Washington DC. During his visit he met various Senators and others who expressed their gratitude in the support displayed by Gander and the surrounding area residents during this difficult time.

## Municipal Election

The Mayor stated he will not be seeking re-election in the September 2017 election.

## Canada Post Food Drive

Councillor Anstey reminded residents of the annual Canada Post Food Bank Drive tomorrow, September 29, 2016.

## 9. ADJOURNMENT

### Motion #16-201

#### Adjournment

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

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

The meeting adjourned at 5:25pm.

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**C. Elliott, Mayor**

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**G. Brown, Town Clerk**