

MINUTES

Regular Meeting of Council
Wednesday, February 28, 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
G. Brown	Town Clerk
J. Blackwood	Director of Engineering
N. Newell	Director of Recreation & Community Services
T. Barron	Director of Municipal Works
A. Quilty	Fire Chief (A)
R. Locke	Development Director

Regrets:	R. Anstey	Councillor
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1. CALL TO ORDER

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

2. VISITORS/PRESENTATIONS

Presentation to Os Fudge

The Mayor made a presentation to Councillor Fudge from the Newfoundland and Labrador Municipal Police and Enforcement Officers Association. They would like to recognize his 30 years of service as a Municipal Enforcement Officer with the Town of Gander by presenting him with a token of appreciation. Councillor Fudge was one of the founding members of the association served in various capacities within the organization over the years.

3. APPROVAL OF AGENDA

Council reviewed the agenda and approved as attached.

Motion #18-040

Approval of Agenda

Moved by Councillor Dove and seconded by Deputy Mayor Pollett that the Agenda for the Regular Meeting of Council on February 28, 2018 be adopted as amended.

In Favour: 6 Opposing: 0

Decision: Motion carried.

4. MINUTES FOR APPROVAL

Motion #18-041

Regular Minutes for Approval

Moved by Councillor Woodford and seconded by Councillor Dove that the Minutes from the Regular Meeting of Council on February 7, 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 February 19, 2018. The meeting was chaired by T. Pollett, Deputy Mayor. Other members present included: B. Dove, Councillor; P. Woodford, Councillor; D. Chafe, CAO; N. Newell, Director of Recreation & Community Services; B. Freeborn, Administrative Coordinator; J. Knee (via Conference Call).

The following items were discussed:

Gander Geek Fest

The Community Events Coordinator explained a new event which they are proposing called Geek Fest to be held in Gander from July 13 – 15, 2018. This type of event is for comic book and science fiction and fantasy enthusiasts. Similar events have been held in St. John's and Corner Brook.

The Festival will have a celebrity appearance, vendor's selling merchandise, various break-out sessions such as writer's blocks and a costume session. It will be open to the public as tickets will be available to purchase for the weekend.

The anticipated cost is approximately \$5,500 but this would be recovered from the registration of vendors and ticket sales at the door. The Committee questioned if they have approached any sponsors to help recover some of the costs. The Coordinator explained that Steele Hotels will be providing rooms for the guests but once the Festival is confirmed, they will be looking for further sponsorships.

The Committee was in agreement with this request and asked the Department to continue with the organization of the event.

Ball Hockey 2018

The Department is preparing for the 2018 Ball Hockey season. In 2017, it was put out as an expression of interest and ran by a member of the community. The Director explained that it was a success; however, they thought that the program should run for six weeks instead of eight since the participants are involved in other summer sports starting in July and the attendance for ball hockey tapers off.

The Committee was in agreement with putting out an expression of interest again for 2018.

Tombolo Multicultural Festival Newfoundland & Labrador

Correspondence was received from the Tombolo Multicultural Festival NL asking for in-kind support to host the Gander Tombolo Multicultural Expo from July 27 – 29, 2018. This Festival will provide residents and immigrants the opportunity to interact and showcase their cultures through music, dance, heritage performances, food and art in a festive atmosphere. They are asking the Town to help promote the Festival on the Town's website and any other in-kind support they can provide to enhance the success of the event.

The Special Events Coordinator explained that they worked with this organization last year on a number of events and it worked out well. The Committee is in agreement with the Department providing in-kind support where possible.

Crossroads Electronic Music Festival

The Special Events Coordinator met with three residents who are proposing a music festival to be held on June 30, 2018 at Cobb's Pond Rotary Park. This would be an all ages, outdoor event aimed at bringing in upcoming Atlantic Canadian Artists. Their proposed budget for the event is approximately \$35,000. They are requesting that the Town of Gander support the event by providing this amount upfront and the sales of the tickets would recover the cost.

The Committee feels that since this item was not budgeted, it should be considered for 2019. They also felt that an indoor venue such as the Steele Community Centre would be better due to the logistics of holding an outdoor concert if there was inclement weather. However, the Department can work with the representative to possibly have an artist play at the Canada Day or Gander Day Music Festivals this summer. This would gauge the public to see how they respond to this genre of music. The Events Coordinator will bring the decision back to the representatives.

Pump Track Location

The Director updated the Committee on the proposed Pump Track location. A Pump Track is a looping trail system of smooth dirt mounds where a rider uses their upper and lower body to create a pumping action for bicycling without pedaling. The group provided two layouts for the tracks located behind Cohen's next to the ball fields which is zoned as open space recreation. They will be submitting their development application in the near future.

Gander Rotary Club Meeting

The Chair and Director met with members of the Gander Rotary Club on February 8th. The Club is looking at doing some projects at the Park this summer such as installing accessibility benches, reducing the grade to one of the access points, and upgrading some signage. They are not asking for any financial support from the Town.

The Committee was pleased to hear about the projects and suggested that the Committee do a walk through the Park with the Rotary in the spring.

Upcoming events

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|-----------------|---|
| a) Mar 2-3: | Cy Hoskins Hockey Tournament |
| b) Mar 10: | Gander Minor Hockey Novice Jamboree |
| c) Mar 10 & 11: | Gander Flyers Semi-Finals Hockey Games |
| d) Mar 15-17: | Dept. of Fisheries & Oceans Hockey Tournament |

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 February 20, 2018. The meeting was chaired by P. Woodford, Councillor. Other members present included: T. Pollett, Deputy Mayor; B. Dove, Councillor; P. Farwell, Mayor; O. Fudge, Councillor; A. Quilty, Fire Chief (A); J. Mayo, Deputy Fire Chief – Volunteer; W. Jenkins, Municipal Enforcement Officer in Charge; D. Chafe, CAO; L. Small, Administrative Assistant.

The following items were discussed:

Delegation – RCMP Staff Sgt. Roger Flynn

Staff Sgt. Flynn presented the Committee with the Detachments fourth quarterly report covering October to December 2017.

Discussion covered current and upcoming staffing levels and crime statistics which are consistent with last year. The number of break and enters reported for the same quarter of 2016 were exactly the same. The first quarter of 2018 will include consultation sessions with various community groups to garner input on developing a strategy for the coming year. A meeting will be arranged with the Town Council next week.

Fourth Quarter Statistics 2017

Gander Fire Rescue -The Acting Fire Chief presented the Committee with the statistics for the final quarter of 2017. Calls for service are still averaging 200 annually; however complaints and concerns were up for this quarter. There were 57 fire calls, including chimney fires , structural fires, vehicle fires, elevator calls and motor vehicles accidents, just to name a few. A total of 62 inspections were completed; 8 oxygen and 54 commercial.

Municipal Enforcement - The officer in Charge presented the Committee with the statistics for same period covering October to December 31, 2017. A total of 276 incidents were actioned including property issues, roaming animals, noise, motor vehicles accidents and court appearances as well as 70 traffic complaints.

There were \$30,381 in citations were issued; 189 in total. These included no insurance, no registration, seat belts, snow clearing obstruction, speeding, cell phone, fire lanes, and various parking citations.

Bonfire Site

The Committee reviewed correspondence from the Gander Elementary School Council citing their concerns with smoke lingering in the area for a week following bonfire night celebrations last fall. They had received complaints regarding health concerns for students with asthma.

The Committee understands the School Council's concerns and agreed that the fire was larger and smoldering continued longer than in previous years. The Fire Department and Committee will determine the best option for preventing this from happening in the future as the Bonfire is a community event that we would like to see continue.

Break and Enters

The Committee reviewed correspondence from a resident whose home had been broken into while he was away and he would like to see Council take a more proactive role in dealing with the residential break-ins in Gander.

The Committee has been in discussions with the RCMP and while there was a slight increase since January, statistically the number of incidents is not that high.

Municipal Enforcement takes the necessary steps to address any spike in activities which are creating problems and have also organized a *Neighbourhood Watch Program* for those interested in reporting suspicious activity etc. in their areas. The Committee suggested that providing information on how to protect your home from intruders may be helpful to residents as well.

Raynham Avenue-3-way stop signs

The Committee discussed placement of three ways stop signs at the intersections of Raynham Avenue at Corrigan Street and Raynham Avenue and Morgan Drive. Since their placement, supporters and opponents of the decision have shared their thoughts on the need and effectiveness of two separate three-way stop intersections on a non-arterial street.

The Committee would like to revisit the need for the current configuration at both intersections. Staff has been asked to monitor the traffic flow along Raynham Avenue once Penney Street becomes connected to Cooper Boulevard and determine whether or not the three way stop intersections are still required.

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 February 21, 2018. The meeting was chaired by O. Fudge, Councillor. Other members present included: R. Anstey, Councillor; G. Brown, Councillor; T. Pollett, Deputy Mayor; T. Barron, Director of Municipal Works & Services; G. Whitt, Administrative Support Clerk.

The following items were discussed:

11 Heath Crescent

The Committee reviewed correspondence from the resident of 11 Heath Crescent expressing his concerns with the snow and ice removal operations on the street. He felt due to the incline of the hill and loss of traction during icy conditions, Heath Crescent should be considered a high priority route.

The Director advised the Committee the resident reported road conditions in the past and operators were dispatched to investigate and apply salt/sand as required.

The Committee understood the concerns of the resident as it pertains to traction on an incline and recommends the Public Works Department monitor conditions at the location. Consideration will be given to include the street with the salt route when reports are reviewed at the end of the 2018 season.

Reservoir - Pump Failure & Drive Replacement

The Director informed the Committee of a recent pump breakdown at the water reservoir and it is currently sent away for evaluation. This is an unbudgeted expense that requires immediate attention.

The Director informed the Committee of a variable frequency drive failure at the water reservoir. The replacement drive is categorized as an urgent purchase as this system controls the volume of water pumped into the distribution system based on demand. It is anticipated an overall cost savings in the maintenance budget by year end will absorb the costs for the unbudgeted expenses incurred at this time.

The Committee agrees and recommends expenses incurred for the repairs be applied to the maintenance budget at this time anticipating that overall cost savings will allow the maintenance account to remain within budget.

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 February 21, 2018. The meeting was chaired by G. Brown, Councillor. Other members present included: T. Pollett, Deputy Mayor; R. Anstey, Councillor; O. Fudge, Councillor; D. Quinton, Development Director (A); D. Chafe, CAO.

The following items were discussed:

Street Naming Policy

The Committee forwarded a street name submission, which fell outside of the *Street Naming* policy, to the Gander Heritage Advisory Committee. The purpose was to get the Committee's input on whether or not changes should be made to the Street Naming Policy to include individuals other than aviators.

The Gander Heritage Advisory Committee recommended not amending the current *Street Naming* Policy.

The Committee is in agreement with this recommendation as they feel that it is a unique and significant reflection of our community's heritage.

Naming of Buildings and Facilities Policy

The Committee discussed a recommendation from the Gander Heritage Advisory Committee to change the name of the *Naming of Buildings and Facilities* Policy to the *Community Legacy Naming* Policy. It was agreed that the new name would better reflect the intent of the policy which is to allow Town owned assets (other than streets) to be named in recognition of prominent community citizens.

Prior to changing the name of the Policy the Committee asked staff to review it to ensure the policy encompasses all relevant Town assets.

Gander Heritage Advisory Minutes

The Committee reviewed the Gander Heritage Advisory Committee minutes. They are pleased with the Committee's progress and encourage an open line of communication as they move forward.

Central Health External Review: Terms of Reference

The Committee reviewed a press release from the Provincial Department of Health & Community Services regarding the Terms of Reference for Central Health's External Review.

Residents are encouraged to share their input via email at centralhealthreview2018@gov.nl.ca or by regular mail at the following address:

Central Health Review 2018

c/o Department of Health & Community Services
P.O. Box 8700, 1st Floor, West Block, Confederation Building
100 Prince Phillip Drive, St. John's, NL A1B 4J6

Street Naming Request

The Committee reviewed a request to name a Town street after a citizen. As the citizen does not meet the criteria of the *Street Naming* policy, the request could not be supported.

The Committee suggested that there is an opportunity under the *Naming of Buildings and Facilities* Policy to recognize prominent citizens by the naming of other Town owned assets in their honour.

Staff will reply to the request with information related to recognizing prominent community citizens under the current *Naming of Buildings and Facilities* Policy.

E. Engineering, Planning & Controls:

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

The Engineering, Planning & Controls Committee meeting was held on February 22, 2018. The meeting was chaired by O. Fudge, Councillor. Other members present included: P. Woodford, Councillor; G. Brown, Councillor; J. Blackwood, Director of Engineering; J. Hillier, Administrative Assistant.

The following items were discussed:

Residential Landscaping Regulations – 2nd Reading

The Director presented the proposed additions to the Residential Landscaping Regulation for its second reading and indicated that there has been some feedback on social media regarding the proposed changes. Some Residents have concerns with the regulation so the Director advised that he will address these concerns to further clarify the intent of the proposed changes. The Committee is in agreement.

Motion #18-042**Residential Landscaping Regulations – 2nd Reading**

Moved by Councillor Fudge and seconded by Deputy Mayor Pollett approval for the Residential Landscaping Regulation as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

The proposed changes to the Residential Landscaping Regulation can be found on the Town of Gander's website at www.gandercanada.com, as well as, our Facebook page.

Municipal Plan Status Report

The Director provided an updated status report of the ongoing Municipal Plan Amendments and indicated that several are close to being finalized and registered with the Province. The Committee is pleased with the progress.

Sideyard Request – 9 Mitchell Street

The Committee reviewed correspondence from the homeowner of 9 Mitchell Street requesting Council to revise its current Accessory Building Regulation to accommodate the construction of a 1000sq. foot accessory building. The existing regulation requires that a side and rear yard of 3M is required for a 1000sq foot accessory building however, the homeowner is requesting that the regulation be reduced from 3M to 1M for both the side and rear yards.

After discussion, the Committee agreed that the existing Accessory Building Regulation serves the residents of Gander well and is not prepared to recommend a change at this time. The applicant will be notified of Council's decision.

Discretionary Notice – 142 Bennett Drive

Notice is hereby given that the Town Council of Gander has received an application to occupy the property at the above noted address to operate a restaurant and a lounge.

It is noted that this area is zoned **Commercial Shopping Centre** and **Catering** is permitted as a Discretionary Use under the Town of Gander Development Regulations.

The Director advised the Committee that no objections were received by the advertised deadline.

Motion #18-043

Discretionary Notice – 142 Bennett Drive

Moved by Councillor Fudge and seconded by Councillor Brown approval of the Discretionary Notice for 142 Bennett Drive as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Land Subdivision – 100 Memorial Drive

The Committee reviewed correspondence from the property owner of 100 Memorial Drive and 15A McCurdy Drive requesting Council’s approval to subdivide 300 feet of land behind 100 Memorial Drive. It is noted that 15A McCurdy was recently purchased by the Newfoundland and Labrador English School District and they would like to incorporate a section of land from 100 Memorial Drive.

The Director advised that 100 Memorial is situated in a Residential Low Density Zone and backs onto a Commercial General Zone therefore, the purchaser’s would only be able to use this land based on a residential use zone. If the purchaser intends to use this land for any other purpose, they could make an application to the Town of Gander to have this block of land rezoned.

After discussion, the Committee was in agreement.

Motion #18-044

Land Subdivision – 100 Memorial Drive

Moved by Councillor Fudge and seconded by Councillor Dove that the property owner of 100 Memorial Drive be permitted to subdivide its property as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Development Application – 530 Gander Bay Road

The Committee reviewed a development application from the land owner of 530 Gander Bay Road requesting to clear the land for the purpose of a future residential property however, in the interim, he would like to utilize this land for topsoil processing and community composting.

The Director advised that the proposed uses, as requested, are not permitted with the existing zoning regulations however, the applicant could make application to Council to have that area rezoned.

After discussion, the Committee had no objection to the application as presented provided the activities being undertaken on that property were in keeping with the town plan. The applicant will be supplied with a list of permitted and discretionary uses on their property under the current Town Plan and notified of how to request a zoning change if they intend to proceed with the usage as indicated on their application.

Eastgate Plan Amendment

Municipal Plan Amendment # 21, 2017 and Development Regulations Amendment # 27, 2017 is now ready for approval by Council.

This amendment proposes to re-zone a parcel of land adjacent to Briggs Street and Cooper Boulevard, currently zoned Commercial General and Open Space Conservation to a Residential Medium Density (RMD) land use designation.

The required advertising and provincial review has been completed. A Public Hearing was scheduled for February 21, 2018 at the Town Hall. No objections were received by the deadline date and the hearing was cancelled.

Motion #18-045

Eastgate Plan Amendment

Moved by Councillor Fudge and seconded by Councillor Woodford that Municipal Plan Amendment # 21, 2017 and Development Regulations Amendment # 27, 2017 be approved under Section 23 of the Urban and Rural Planning Act 2000.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Gander Water Treatment Plant Upgrades – Contract Change Order

The Director of Engineering presented, to the Committee, a Change Order to the Town of Gander's Water Treatment Plant upgrades contract for the supply and installation of an ammoniation system in the amount of \$5,571.75. The proposed change order involves a change in the scope of work which will consist of supplying and installing two complete pH measurement systems, one at the Gander Water Treatment Plant and one at the Reservoir. The Director advised that these measuring devices are critical in ensuring safe processing and monitoring.

The Director advised that this Change Order was referred to Municipal Affairs for their review and consideration and that they were in agreement with the proposed change. The Committee was in agreement with the proposed change and forwards it to the Finance Committee for their review and consideration.

Use of Town Owned Land

The Committee discussed the use of Town owned land adjacent to residential properties throughout the community. It has been noted that over 400 properties around Town are encroaching onto Town owned land. Several complaints have been made regarding improper use of Town owned land and the Committee is recommending that Town staff address these issues of encroachments and or improper land usages.

The Committee is recommending that this item be forwarded to the Planning, Priorities and Communications Committee for further discussion and action.

F. Finance & Administration:

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

The Finance & Administration Committee meeting was held on February 22, 2018. The meeting was chaired by B. Dove, Councillor. Other members present included: G. Brown, Councillor; P. Woodford; T. Pollett, Deputy Mayor; O. Fudge, Councillor; K. Hiscock, Director of Finance (A).

The following items were discussed:

Delegation - Pentecostal Church

Delegation - B. Candow, M. Freake, D. Hicks, B. Parsons - Pentecostal Church Representative

The delegation requested a meeting with the Finance Committee to discuss a further tax reduction for their social housing properties. They believe that these properties are unique and should be taxed differently than other types of housing. The Committee is requesting that the Administration Department investigate the issue and provide an analysis at the next Committee meeting.

Girl Guides – Tax Invoice

The Committee reviewed correspondence from the Girl Guides requesting that their property located at 145 Airport Boulevard be exempt from water & sewer taxes. They indicated that their fundraising is very limited and are unable to raise money as other organizations can due to their classification category.

The Committee understands the financial difficulties facing non-profit organizations but is not recommending that the Girl Guides be exempt from paying the water & sewer taxes.

Adult Materials Display Regulations

The Committee was advised that the Adult Materials Display Regulations requires an amendment due to incorrect sections being quoted. The references were to the sections in the old Act and not the revised one.

Motion #18-046

Adult Materials Display Regulations

Moved by Councillor Dove and seconded by Councillor Woodford that the revised Adult Materials Display Regulations be adopted as attached.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Contract Change Order- Gander Water Treatment Plant Upgrades

The Committee reviewed a recommendation from the Engineering Committee that Change Order # 1 for the Gander Water Treatment Plant be paid and is in agreement with the recommendation.

Motion #18-047

Contract Change Order – Gander Water Treatment Plant Upgrades

Moved by Councillor Dove and seconded by Councillor Fudge that Change Order # 1 for the Gander Water Treatment Plant be paid to King Process Technology at a price of \$5,571.75 HST inclusive.

In Favour: 6 Opposing: 0

Decision: Motion carried.

G. Other Reports:

None

7. ADMINISTRATION

None.

8. CORRESPONDENCE

MNL Regional Meeting

MNL Regional Meetings are scheduled for March 23 and 24, 2018 and Council decided Mayor Farwell would attend these meetings.

Motion #18-048

MNL Regional Meeting

Moved by Councillor Woodford and seconded by Councillor Dove that the Mayor attend the Regional Meetings.

In Favour: 6 Opposing: 0

Decision: Motion carried.

9. NEW BUSINESS

Community Partnership Fund

The Community Partnership Fund Committee forwarded their recommendations for the breakdown of the funding based on the information received from the applications and the policy.

The following is recommended:

Airport Nordic Ski Club	\$5,000.00
Gander Community Tennis Association	\$5,000.00
Airials Gymnastics Club	\$5,000.00
Gander Boys & Girls Club	\$4,000.00
Gander Special Olympics	\$3,500.00
Gander Minor Softball	\$2,500.00
Thomas Howe Demonstration Forest	\$5,000.00
Women's Center	\$2,500.00
Gander Laker's Swim Club	\$3,500.00
Gander Minor Baseball	\$3,750.00
Community Youth Network	\$2,500.00
SPCA	\$1,000.00

Motion #18-049

Community Partnership Fund

Moved by Deputy Mayor Pollett and seconded by Councillor Brown that the recommended grants be approved as outlined above.

In Favour: 6 Opposing: 0

Decision: Motion carried.

Anti-Bullying Day

Council is recognizing anti-bullying day and wearing pink to commemorate the event.

Motion #18-050

Adjournment

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

In Favour: 6 Opposing: 0

Decision: Motion carried.

The meeting adjourned at 5:25 p.m.

P. Farwell, Mayor

G. Brown, Town Clerk