

MINUTES

Regular Meeting of Council
Wednesday, November 25, 2020 @ 4:00 pm
Council Chambers

Present:	P. Farwell	Mayor
	T. Pollett	Deputy Mayor
	R. Anstey	Councillor
	G. Brown	Councillor
	B. Dove	Councillor
	O. Fudge	Councillor
	P. Woodford	Councillor

Advisory and Resource:	D. Chafe	CAO
	B. Hefford	Town Clerk
	K. Hiscock	Director of Finance (A)
	J. Blackwood	Director of Engineering
	B. Freeborn	Director of Recreation & Community Services
	T. Barron	Director of Municipal Works
	R. Locke	Director of Development
	H. Lowe	Fire Chief
	K. White	Communications Coordinator
	W. Maree	Communications Coordinator

1. CALL TO ORDER

The Meeting was called to order at 4:00pm.

2. VISITORS/PRESENTATIONS

National Day of Remembrance and Action on Violence Against Women Proclamation

The Mayor proclaimed November 25 until December 10, 2020 as "Be a Time of Remembrance and Action on Violence against Women".

3. APPROVAL OF AGENDA

Motion #20-265

Approval of Agenda

Moved by Councillor Fudge and seconded by Deputy Mayor Pollett that the Agenda for the Regular Meeting of Council on November 25, 2020 be adopted.

In Favour: 7 Opposing: 0

Decision: Motion carried.

4. MINUTES FOR APPROVAL

Motion #20-266

Regular Minutes for Approval

Moved by Deputy Mayor Pollett and seconded by Councillor Dove that the Minutes from the Regular Meeting of Council on November 4, 2020 be adopted as presented.

In Favour: 7 Opposing: 0

Decision: Motion carried.

5. BUSINESS ARISING FROM PREVIOUS MINUTES

None.

6. REPORTS – STANDING COMMITTEES:

A. Recreation & Community Services:

The Recreation & Community Services report was presented by Councillor Fudge.

The Recreation & Community Services meeting was held on November 16, 2020. The meeting was chaired by O. Fudge, Councillor. Other members present included: T. Pollett, Deputy Mayor; G. Brown, Councillor; B. Freeborn, Director of Recreation & Community Services (A); B. Hefford, Town Clerk; J. Blackwood, Director of Engineering.

The following items were discussed:

Delegation: Andrew Kelloway and Matt Kelly, Gander Soccer Association

Delegation – Gander Minor Soccer Association

The Committee welcomed the delegation representing the Gander Minor Soccer Association. The meeting was held to provide soccer with an update and an opportunity to have input into the final scope of the first phase of the sports complex. The Director of Engineering reviewed the conceptual drawing and explained that the first phase will include a FIFA size artificial turf soccer field with an eight lane rubberized running track, a natural turf for track and field activities, building to include washrooms/changerooms and storage, bleachers, soccer nets, parking lot, and lighting for the field. Depending on the cost, an existing building may be renovated to be used as the changeroom/storage area.

The representatives for the soccer association made the following comments:

- The location of the building was too far from the soccer field. The location of the building was based on its current location and designed so that it would service all facilities included in the current and future sport complex phases.
- They asked to ensure the dimensions for soccer field meets FIFA regulations for tournament hosting.
- A request to include a scoreboard in the scope.
- Include flexible line painting schemes to allow half field play.

The Committee noted that this is the only facility of this type in the central region and with the help of the Gander Minor Soccer Executive there is a lot of opportunity to see the program grow locally as well as attract tournaments. There are also funding opportunities available and asked if their association was incorporated. The Director explained that the Community Healthy Living Fund has several funding streams but to apply for funding over \$1,000, the group must be incorporated. The representatives will speak to their Executive about this.

The delegation was thanked for attending and providing their comments and told that another meeting with the Directors of Engineering and Recreation will be arranged to go over the final details of the tender.

The delegation and the Director of Engineering left the Committee meeting.

It was noted that the current intent is to include some concepts for a basic business to house washrooms and storage. There will be a variety of options explained investigated and the details will be evaluated prior to final design, specifications and tendering.

Gander Rotary Club re Magee Access

The Department received a request from the Gander Rotary Club asking the Town to provide an estimate of what it would cost to install a ramp at the Airport/Magee Park access as shown in the attached drawing that the Town has provided. The Engineering Department did some preliminary investigation in 2019, surveyed the site and determined the length of the sloped boardwalk that would be required to meet minimum accessibility standards. Based on this information, they have provided an estimate of \$42,000 to complete this work. The Committee asked that representatives of the Gander Rotary Club be invited to a meeting in the New Year to discuss future projects in a 5-year plan for the park. This and other projects could be included in this discussion.

The Mayor explained that accessibility is paramount to other capital improvement concepts and asked that this priority should be established by Council.

Christmas Parade

Due to the Covid-19 restrictions regarding large gatherings, a traditional parade is not possible this year. To continue with the Christmas spirit, we are engaging businesses to participate by either building a float that you would display at your place of business or decorating your store front in a festive manner the weekend of December 4th to 6th. We are also encouraging businesses to offer a Christmas special at your establishment during this time which could be anything from a signature drink to a store discount. Our hope is that this will encourage people to shop local and create a sense of community during this special time of year. If you would like to keep your storefront decorated or your float out front for the duration of Christmas, that would be awesome too.

To help with the Christmas Spirit, Council will be hosting “The Magic of Christmas” contest during the weekend of December 4th to 6th that will encourage residents to visit and support businesses that participate. A list of businesses taking part will be posted on the Recreation & Community Services Facebook page and when folks visit the businesses throughout the weekend, they can take a photo and submit it to us for a chance to win a prize of \$500. In addition to offering a prize for residents, we are also offering a chance for businesses participating to win a coffee break on us!

We have not forgotten about the big guy and his trip to Gander. We all know how much kids love to see Santa and his reindeer, so we’re going to have Santa in his sleigh drive around as many streets as possible accompanied by a fire truck and police car on Saturday, December 5th from 1 – 4 pm. The route is currently being worked on and will be posted to Facebook and our website.

We know this is a less than ideal situation, but we are hoping that with support from our local businesses we will be able to make Christmas 2020 memorable for all residents while helping your business during these odd times. To register your business, please email jknee@gandercanada.com or if you’d like more information, please call 651-5927.

Adventure Trail Permit

The Department has received the permit to begin the walking trail near Gander Lake which has been a joint venture between the Town and volunteers of the Adventure Trail Committee. The Director will be meeting with the Adventure Trail Committee to review the permit with the work anticipated to begin in the Spring of 2021.

Third Quarter Variance Report

The Director presented the variance report ending September 2020. It was noted that a number of variances were due to COVID 19 and not being able to host any events as well as the loss in ice rentals for March and April when the Steele Community Centre had to be closed.

However, the Department is still on track to having an anticipated surplus of \$54,000 at the end of 2020.

The variance report is forwarded to the Finance Committee for their review and consideration.

Closure of Playlots for the Season

The Director advised that the Department has begun closing the playlots as well as the washroom facilities at the Splashpad/Ballfield area and Cobb's Pond Rotary Park. All playlots and washrooms will be closed by November 27th.

B. Public Works & Services Committee:

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

The Public Works & Services Committee meeting was held on November 17, 2020. The meeting was chaired by P. Woodford, Councillor. Other members present included: G. Brown, Councillor; T. Pollett, Deputy Mayor; T. Barron, Director of Municipal Works and Services; B. Hefford, Town Clerk; W. Maree, Communications Officer; G. Whitt, Administrative Support Clerk.

The following items were discussed:

Fall Clean-up Report

The Director presented the Committee with a report on this year's fall clean-up event that was held September 28th – October 9th. A total of 256 tonnes of material was collected at curbside with an estimated 31 tonnes delivered for recycling. Tipping fees remained at the same rate of \$136.00/tonne while the garbage truck rental rate decreased by \$1045.00/week. The cost for the rental and transport of construction and demolition containers saw a decrease this year with the fee at set \$250.00/load, in comparison to \$300.00/load in 2019. The overall amount of tonnage collected was up in the 2020 Special Clean-up event and there was an increase of overtime required to complete. Details of the report may be viewed in the attachment.

It is suggested that the pamphlet be updated to remind residents that larger items such as sports equipment must be broken down prior to placing curbside and glass shall be contained for safe handling by staff.

The Committee agrees and recommends the pamphlet be updated accordingly prior to the 2021 Special Clean-up Event.

Variance Report, 3rd Quarter

The Committee reviewed the Municipal Works and Services variance report for the third quarter.

The Municipal Works and Services Department is currently operating under budget by \$319,004.00. While most of the savings were brought forward from the previous report, savings continue to be recognized in areas such as staff travel and training, electrical consumption, delays in hiring staff and decreases in fuel costs.

Notable Dates

- The next Waste Transfer Station is scheduled for December 12th. Hours of operation are 8 a.m. – 4 p.m.

Details on this event can be viewed on the Town of Gander Website at www.gandercanada.com.

The Mayor sent best wishes to Kayla White, who will be taking a leave of absence and welcomed Wendy Maree as her replacement as the Communications Officer.

C. Development and Tourism Committee:

The Development and Tourism Committee report was presented by Deputy Mayor Pollett.

The Development and Tourism Committee meeting was held on November 17, 2020. The meeting was chaired by T. Pollett, Deputy Mayor. Other members present included: P. Farwell, Mayor; O. Fudge, Councillor; G. Brown, Councillor; B. Dove, Councillor; R. Locke, Development Director; B. Hefford, Town Clerk; D. Quinton, Development Officer; W. Maree, Communications Coordinator.

The following items were discussed:

Gander Musical Theatre Symposium

The Committee reviewed correspondence from the Arts & Culture Centre requesting the Town of Gander, in cooperation with the Arts & Culture Centre's of Newfoundland and associated stakeholders, assist in establishing an administrative entity for the purpose of organizing/operating the annual Gander Musical Theatre Symposiums. Through the establishment of such an entity, stakeholders could help ensure the success of future events.

The inaugural symposium held in 2019 was an overwhelming success. Under the instruction of top industry professionals, this symposium focused on the creation of new work in musical theatre, along with the development of design and technical theatre.

The Committee recognizes this event as an opportunity to foster, develop and support talent within the local arts community and is recommending that appropriate staff lend support to assist in establishing the administrative group.

The Committee asked staff to contact the Provincial Director of Arts and Culture and advise him of the Committee's decision.

The Mayor declared a possible conflict due to living on the street near this address. He left the meeting.

Deputy Mayor called a vote.

Motion #20-267

Conflict of Interest – HBB Application on 19 Tilley Place

Moved by Councillor Woodford and seconded by Councillor Fudge that the Mayor was not in conflict of interest for the HBB Application on 19 Tilley Place.

In Favour: 6 Opposing: 0

Decision: Motion carried.

The Mayor returned to the meeting.

HBB Application-19 Tilley Place

The Committee reviewed an application from the resident of 19 Tilley Place. The application has been received from "Coco Clothing Collection" to operate a home-based business for making children's clothing. Selling of items will be through an established website and other social media platforms.

The Director advised that advertising and discretionary use notices were posted with no formal objections received and it meets all the Town of Gander's Development Regulations.

Motion #20-268

HBB Application – 19 Tilley Place

Moved by Deputy Mayor Pollett and seconded by Councillor Brown that "Coco Clothing Collection" be permitted to operate a home-based business for making and selling children's clothing from 19 Tilley Place.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Variance Report

The Committee reviewed the departmental quarterly variance report. The report reflects a significant budget variance of \$61,397.00 in total savings. These savings were primarily due to reduced wages due to a staffing shortage, pandemic related savings in travel, promotional materials due to the cancellation of events, as well as, savings in consulting and lobbying fees as no projects for this expenditure were identified in 2020.

D. Public Safety & Protective Services Committee:

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

The Public Safety & Protective Services Committee was held on November 18, 2020. The meeting was chaired by B. Dove, Councillor. Other members present included: T. Pollett, Deputy Mayor; R. Anstey, Councillor; H. Lowe, Director of Protective Services/Fire Chief; B. Hefford, Town Clerk; L. Small, Administrative Assistant.

The following items were discussed:

Delegation: Gander Feral Cat/Kitten Rescue (via Teams), Feral Felines

Delegation- Gander Feral Cat/Kitten Rescue and Feral Felines

The Committee met with members of Feral Felines and the Gander Feral Cat/Kitten Rescue Group who presented the Committee with material and letters of support for TNR programs and proceeded to explain how they have been successful in other areas around the province.

The goal of any TNR group is to reduce the feral cat and kitten population to zero by systematically neutering/spaying, re-homing or rehabilitating if possible. The best results occur when these efforts are combined with long term monitoring of the colonies with the support of responsible and committed caretakers. The success is measured by no new kittens being born, improved health of the adult cats and population decline.

The Committee agreed to consider all the information presented and will again consult with the SPCA and Gander Veterinary Clinic to continue discussion on this issue.

Third Quarter Statistics

The Committee reviewed the third quarter statistics for both the Fire and Municipal Enforcement Departments covering the period of July 1st to September 30th of this year.

The Fire Department reported 478 Public consultations, which is up quite significantly, 106 inspections, and 45 fire calls. These included calls such as propane leaks, pole fires, and Motor vehicle fires and collisions, and stuck elevators to name a few.

Municipal Enforcement reported 156 citations and 212 bylaws infractions and complaints including abandoned vehicles, collisions, animal control, property complaints, and mischief calls to name a few.

The Director noted the trend is still increasing slightly for multiple calls in one day.

Traffic Calming Policy

The Director presented the Committee with a new Policy for Traffic Calming for its second reading. This policy will outline the formal process for the evaluation of traffic calming measures and will fall under the Protective Services Department.

It will provide residents, staff, departmental Committee's, and Council with a process to evaluate traffic concerns and appropriate mitigation tools for addressing traffic calming requests in Town.

The Committee accepts the new policy as attached and presents it to Council for the second and final reading. No objections were received.

Motion #20-269

Traffic Calming Policy

Moved by Councillor Dove and seconded by Councillor Anstey that the Traffic Calming Policy be approved as attached.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Traffic Calming Guidelines

The Director presented the Committee the Traffic Calming Guidelines for the second and final reading. The purpose of this guide is to provide a systematic procedure for the investigation and implementation of traffic calming measures for residential neighbourhoods and connector roads within Town.

The Committee accepts the new Guidelines as attached and presents them to Council for the second and final reading. No objections were received.

Motion #20-270

Traffic Calming Guidelines

Moved by Councillor Dove and seconded by Councillor Fudge that the Traffic Calming Guidelines be approved as presented.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Crosswalk Light Request

The Committee reviewed email correspondence from the Rotary Club suggesting that a crosswalk light is needed at the crosswalk on Magee Road at the Airport Boulevard intersection.

The Committee agreed to monitor the area via our Municipal Enforcement officers, check the signage in the area, and review it again if necessary when the Traffic Calming Policy comes into effect.

Speedbump Request -20 Edinburgh Avenue

The Committee reviewed an online request for a speed bumps near the crosswalk at 20 Edinburgh as the resident is concerned for children in the area. Traffic is not slowing down, and he would like Council to address his concerns.

This item will be reviewed in relation to the Traffic Calming Policy and will be returned to the Committee for further consideration.

Crosswalk Guard -St. Paul's Intermediate

The Committee also reviewed an online request for a crosswalk guard to be installed at St. Paul's Intermediate School as there is a safety concern for students crossing Magee Road to meet up with parents waiting in the lots across from the school to avoid traffic congestion, which is evident at these times.

The Committee agreed to begin a dialogue with the Newfoundland and Labrador English School District (NLESD) and the Department of Transportation and Infrastructure to discuss possible solutions as this is a very busy area and the new seniors complex will be adding to traffic in this area. The Director will plan for the Public Works and Engineering Directors to join him in meeting with the Provincial partners.

Variance Report

The Committee reviewed the third quarter variance report to September 30th for both Municipal Enforcement and the Fire Department.

The Municipal Enforcement department is overbudgeting a deficit position of by \$5,712 due to reduced fine revenues and the Fire Department is projected to be on budget.

This item is now referred to the Finance Committee for its review and recommendations.

E. Engineering, Planning & Controls:

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

The Engineering, Planning & Controls Committee meeting was held on November 18, 2020. The meeting was chaired by P. Woodford, Councillor. Other members present included: T. Pollett, Deputy Mayor; B. Dove, Councillor; G. Brown, Councillor; J. Blackwood, Director of Engineering; B. Hefford, Town Clerk; W. Maree, Communications Officer.

The following items were discussed:

Ball Field/Splash Pad Exit Lanes

The Committee reviewed an item that was forwarded from the Public Safety Committee indicating that they had received a concern from a resident regarding the North bound exit at the Ball Field/Splash Pad parking lot. The Director advised that the existing configuration was constructed at about the same time the splash pad was installed in 2009 and appears to be working well at moving both pedestrian and motor vehicle traffic in that area.

Several other areas of town were identified to have similar configurations and were also working effectively. The Committee discussed the option of closing out this exit. It was felt that doing so would have a negative effect on traffic movement in and around that parking lot. This information will be forwarded to the Public Safety Committee for their review and consideration.

The Director of Development left the meeting.

Crosswalk – 55 Elizabeth Drive

The Committee reviewed the configuration of crosswalks near 55 Elizabeth Drive, which was referred from the Public Safety Committee for input on the potential relocation of the existing crosswalk near 55 Elizabeth Drive. The Committee discussed the existing crosswalk location and noted that relocating it would have varying levels of accessibility based on the location of the residents wishing to access it. One option was to provide sidewalks on both sides of the street however this would represent a significant capital investment and would be outside the existing Design Standards for Streets and Subdivisions. As the installation in the current location was directly to address the residents at 55 Elizabeth Drive, the Committee suggested the property owner to install a walkway connecting the two buildings therefore, making the existing crosswalk accessible to all residents of those properties.

Departmental Variance Report

The Committee reviewed the Departmental Variance report to September 30th, 2020. It was noted that there were savings as a result of reduced training due to the pandemic and training that was undertaken was done remotely, greatly reducing the overall cost. There were unanticipated expenses under building maintenance and lower than projected building permit revenues. The overall departmental experiences a deficit of \$38,368. The Committee was generally pleased with the financial position of the department at this time and forwards it to the Finance committee for their review and consideration.

Commercial Landscaping

The Committee reviewed an update on the status of outstanding landscaping on several commercial properties around town. The Director advised that since their last meeting, it was determined that two of the properties, that were previously listed as deficient, had now met the intent of the policy and had conformed to their approved site plan. The Director indicated that his staff are in the process of refunding the landscaping deposits for the compliant properties and that they would continue to work with the property owners of those who still have not fulfilled the obligations under the landscaping policy.

F. Finance & Administration:

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

The Finance & Administration Committee meeting was held on November 19, 2020. The meeting was chaired by G. Brown, Councillor. Other members present included: P. Woodford, Councillor; R. Anstey, Councillor; T. Pollett, Deputy Mayor; B. Hefford, Town Clerk; K. Hiscock, Director of Finance (A); W. Maree, Communications Officer.

The following items were discussed:

Interest Write Off

At the October 8th Finance Committee meeting, correspondence from a residential property owner requesting interest be written off on their tax account was presented for consideration.

The Finance Committee did not recommend the interest be written off and advised the Director of Finance to inform the resident of the decision. The property owner was not satisfied with the decision and recently provided additional information indicating the mail carrier did not place mail from the Town in the resident's mailbox and had written "moved" on the mail.

The Committee understands the frustration of the property owner but is not recommending the interest be written off as collection procedures were followed. The resident was mailed outstanding tax notifications to the address provided by the property owner.

The Director of Development returned to the meeting.

Councillor Woodford left the meeting due to conflict of interest. Councillor Woodford is an Officer of Men's Recreation League who has financial impact of this decision.

User Group Policy

The Recreation Committee referred the documentation and fees required for the "User Group Liability" program to the Finance Committee for consideration.

The program is offered to individuals or small groups who rent Town facilities for recreational events & programs, meetings, cultural and social events that do not have liability insurance protection. It provides a reasonable alternative for the user groups to obtain liability insurance which would often be cost prohibitive if obtained on their own.

The program provides \$2,000,000 commercial general liability with the following:

Bodily & Personal Injury

Medical Payments (\$1,000 any one person)

Liability for Injury to Participants

Host Liquor Liability
\$ 1,000 Property Damage Deductible

The required documentation should be obtained at the beginning of the facility rental process and includes the name of the user group, the type of activity, date and duration and number of participants or teams. At the end of the policy term the premium is forwarded to the insurance company based on the rating schedule as attached and the user group documentation obtained throughout the year.

The user groups have not been charged for the premiums and the Director of Recreation estimated the fee would be around \$3,000-\$4,000 per year if calculated as per the rating schedule. The fee paid for 2020 was the minimum required of \$2,100.

The Committee recommends continuing the current practice of not charging users for the program for the current year with the recommendation of reviewing the program during the 2022 budget process.

The Director of Finance provided explanation of the Town of Gander's Insurance Policy.

Councillor Woodford returned to the meeting.

Tender – Sale of Used Stadium Lights

The Recreation Committee referred the results of the tender for the sale of used stadium lights to the Finance Committee for consideration. The one bid received was submitted by Young's Industrial Refrigeration Ltd. in the amount of \$230.00 HST inclusive.

Motion #20-271

Tender – Sale of Used Stadium Lights

Moved by Councillor Brown and seconded by Councillor Fudge that the tender for the sale of used stadium lights be awarded to Young's Industrial Refrigeration Ltd. in the amount of \$230.00 HST included be approved.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Town of Glenwood – Used Garage Door Donation Request

The Public Works Committee forwarded correspondence from the Town of Glenwood requesting the Town of Gander donate a used garage door that was recently replaced during upgrades at the Town Depot. The Town of Glenwood requires a garage door for their Fire Hall as the current one is broken.

The Director of Public Works informed the Committee that the doors will be stored and will be advertised at the next public auction. Based on past auctions, the doors will generate minimal revenue to the Town.

The Public Works Committee discussed the request and agrees with the Director of Public Works that sale of the door will generate minimal revenue for the Town and that providing the used garage door to the Town of Glenwood will be a nice way to support our neighboring Fire Department.

Under Section 99.1.1 of the Municipalities Act, Council may by a 2/3 vote of Council, provide a Grant for charitable or philanthropic causes that it considers appropriate.

Motion #20-272

Town of Glenwood – Used Garage Door Donation Request

Moved by Councillor Brown and seconded by Councillor Anstey the Town of Gander donate one used garage door “As is where is” to the Town of Glenwood Volunteer Fire Department as a grant.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Variance Report

The Committee was presented with the unaudited operating report for the third quarter of 2020. The revenues less expenses resulted in a deficit of \$56,898. The surplus carried forward from 2019 was required to offset the expenses and balance the 2020 budget. Unfortunately, we were slightly over budget due to unforeseen expenses attributable to the pandemic.

The major variances that contributed to the deficit were as follows:

- Rental revenues for ice and special events at the Steele Community Centre is estimated to be under budget by \$146,000 due to cancellations.
- The extension to the due date of tax payments resulted in lower revenue from tax arrears by \$20,000.

- Housing starts are down resulting in \$51,000 less revenue from permit fees.
- Travel and training savings of \$59,000 due to cancellations caused by Covid-19.
- Electrical savings of \$50,000 due to a one-time rebate received from NL Power.
- The electrical and chemical expenses at the new Wastewater Treatment Plant is under budget by \$227,000 due to a high budget estimate provided by an outside consultant.
- Legal fees are projected to be over budget by \$125,000.

G. Other Reports:

None

7. ADMINISTRATION

The CAO noted the 2021 Special Budget Meeting of Council will be on December 7, 2020 at 4pm and will be televised.

8. CORRESPONDENCE

None

9. NEW BUSINESS

Contract Change Order 5 – Magee Road Widening – Phase 1

During the reconstruction of Magee Road several areas throughout the project presented unsuitable material below the depth that was originally determined from pre-construction field work. This change order represents additional unit quantities of excavation and rock fill to compensate the contractor for the work and material supplied on site.

Motion #20-273

Contract Change Order 5 – Magee Road Widening – Phase 1

Moved by Councillor Woodford and seconded by Councillor Anstey that contract change order # 5 for Magee Road Widening – Phase 1 be approved in the amount of \$27,531.35, HST inclusive.

In Favour: 7 Opposing: 0

Decision: Motion carried.

The Director of Finance noted the project remains under budget, it is funded under Small Communities Fund and the Town was properly advised and change was pre-approved.

10. ADJOURNMENT

Motion #20-274

Adjournment

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

In Favour: 7 Opposing: 0

Decision: Motion carried.

The meeting adjourned at 5:13 p.m.

P. Farwell, Mayor

B. Hefford, Town Clerk