

# MINUTES

Regular Meeting of Council  
Wednesday, November 28, 2018 @ 4:30 pm  
Council Chambers

**Present:**

P. Farwell	Mayor
T. Pollett	Deputy Mayor
R. Anstey	Councillor
G. Brown	Councillor
B. Dove	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
H. Lowe	Fire Chief
R. Locke	Development Director
K. White	Information and Communications Coordinator
E. Fisher	Youth Representative

**Regrets:** O. Fudge Councillor

## 1. CALL TO ORDER

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

## 2. VISITORS/PRESENTATIONS

### **National Day of Remembrance and Action on Violence Against Women Proclamation**

The Mayor proclaimed November 25, 2018 as a National Day of Remembrance and Action on Violence Against Women in the Town of Gander.

### **National Child Day Proclamation**

The Mayor proclaimed November 20, 2018 as National Child Day in the Town of Gander.

### **3. APPROVAL OF AGENDA**

Council reviewed the agenda and approved as attached.

#### **Motion #18-298**

##### **Approval of Agenda**

Moved by Councillor Woodford and seconded by Councillor Dove that the Agenda for the Regular Meeting of Council on November 28, 2018 be adopted as amended.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

### **4. MINUTES FOR APPROVAL**

#### **Motion #18-299**

##### **Regular Minutes for Approval**

Moved by Councillor Dove and seconded by Councillor Woodford that the Minutes from the Regular Meeting of Council on November 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 November 19, 2018. The meeting was chaired by T. Pollett, Deputy Mayor. Other members present included: G. Brown, Councillor; B. Dove, Councillor; O. Fudge, Councillor; P. Farwell, Mayor; N. Newell, Director of Recreation & Community Services; D. Chafe, CAO, G. Brown, Director of Finance; J. Blackwood, Director of Engineering; R. Locke, Director of Development; T. Barron, Director of Municipal Works; B. Freeborn, Administrative Coordinator.

The following items were discussed:

## **Delegation - YMCA**

Mr. Jason Brown, CEO of the YMCA in Newfoundland & Labrador presented a slide show providing an overview of the operations of the YMCA. They are a charity dedicated to strengthening the foundation of communities and currently run several facilities in the Province along with programs in other communities. They serve people of all backgrounds and abilities through all stages of life and can offer programs such as health & fitness, aquatics, day care, etc.

The current facilities that they operate were built based on the needs of the community and most are owned by the municipality and leased to the YMCA for 20 years. The municipalities are responsible for the capital replacement and any operational deficit and the YMCA is responsible for operating the building and programs as well as any wear and tear on the building.

Their largest operation is the Ches Penney Family YMCA in St. John's and their newest operations are in Marystown with one slated to open in Happy Valley-Goose Bay in 2020. Facilities in Labrador City and Placentia are currently in the planning stages. The St. John's and Marystown facilities led to the YMCA strategic plan which is now in place for the next 10 years to help guide their operations.

The buildings are owned by the Town and the capital costs can be cost-shared from the federal and provincial funding that may be available and municipal governments. The YMCA can also help promote a capital campaign whereby they launch a fundraising program to gain support and funding from local businesses in the area. The operations are based on a 20-year renewable lease whereby the YMCA is the lessee and the Town is the landlord and operating grant provider. The YMCA typically generates revenues to offset approximately 80% of the operating costs which varies across the province.

There are many benefits to the Town such as lower operating costs, facility is operated by a recognized charitable operation, handles day to day operations, hires and trains employees, etc.

The Committee thanked Mr. Brown for his presentation and said they are interested in looking into this further. Mr. Brown said the next step is to do a letter of intent so he will work on the draft for this letter and forward it to the Department.

The Committee discussed the presentation and how it could benefit the residents of Gander. Currently the Town has been working with a steering committee comprised of various user groups in the community about a model for operating a multiplex which would see the user groups overseeing the operation of the multiplex. The Committee sees the value in this model however, they would like to explore all options and perhaps how both could work together.

## **Variance Report**

The Committee reviewed the third quarter Variance Report. The Director explained that the Kitchen Party revenues were down due to lower ticket sales, however, the expenses were also lower because the cost of the bands was cheaper than budgeted. Overall the Festival of Flight was \$20,000 under budget this year.

There was some savings in wages due to an employee off on unpaid leave and also not all positions were filled. The Director also noted that the programming revenues were up by over \$5,000 due to the success of the events the Department organized this year.

The Committee is referring the Variance Report to the Finance Committee for their review and consideration.

The Special Events Coordinator joined the meeting.

## **Ride for Sight**

In 2015, Destination Gander and the Town of Gander signed a partnership with the Foundation Fighting Blindness that would see the Town of Gander host the Ride for Sight until 2020. In 2018, the Gander Partners were approached by the Foundation to take over the organization of the event as they were having difficulty putting an organizing committee in place. The Town and the Hotels agreed to a one year MOU to see if the partnership would work and by all accounts it was a success.

The Foundation has since contacted the Town to discuss signing a 3-5 year agreement for 2019 and onward. The Event Coordinator met with Steele Hotels and they are proposing that the two agreements be combined into one comprehensive document with a few changes being made to the current MOU.

The Committee agreed that partnership between the partners and the Foundation is a great one and that we should enter into a 3-5 year agreement with the Foundation Fighting Blindness to host the Ride for Sight. The Event Coordinator will draft a new MOU to be sent to the Foundation for discussion and approval.

## **SnoDrag 2019**

SnoDrag will be holding their annual snowmobile drag racing event again sometime in February or March of 2019. This year they are asking that the Town provide some barricades, pylons, assistance with snow clearing at the Cobb's Pond Parking Lot and advertising of the event. They would also like to use one side of Magee Road for trailer parking as was done last year.

The Committee agreed with the above requests and will forward them to the Department of Municipal Works as well as the Municipal Enforcement Officers.

The Special Events Coordinator left the meeting.

### **Gander Minor Soccer Public Meeting**

The Department held a public meeting on November 14<sup>th</sup> to discuss the status of the Gander Minor Soccer program, provide an update on the fields as well as holding an election for a new Executive. At that meeting, the Director explained that due to the renovations at Gander Academy, the soccer fields would not be available for the program in 2019. However, she has secured the field at Gander Elementary. It was also suggested that the Town look into the field which is located on Airport property which has been used for soccer in the past. The Director will contact the Gander International Airport Authority to discuss using this area.

There were concerns voiced at the public meeting about a new field being ready in the near future. The Director explained that Gander Academy will be building a new FIFA size soccer field; however, it will not be ready until at least 2021. Council is currently doing a study to explore the cost of a new field and is hoping to have that report ready for review during the 2019 budget.

It was decided not to hold an election for a new Gander Minor Soccer Executive at this public meeting but instead schedule another meeting for mid-January. The Department will notify the public of the date and is asking anyone interested in helping with soccer to put their name forward at that time.

### **Upcoming events**

- a) Dec 1: Santa Claus Parade
- b) Dec 4, 12 & 18: Influenza Flu Shot Clinic
- c) Dec 7 – 9: Shoppers Drug Mart Female Hockey Tournament
- d) Dec 8: Kelly Ford Gander Flyers vs. GFW Cataracts
- e) Dec 12: Arrow Air Memorial Service
- f) Dec 15: Skate with Santa

### **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 November 20, 2018. The meeting was chaired by P. Woodford, Councillor. Other members present included: T. Pollett, Deputy Mayor; G. Brown, Councillor; O. Fudge, Councillor; W. Jenkins, Municipal Enforcement Officer in Charge; A. Quilty, Fire Chief (A), L. Small, Administrative Assistant.

The following items were discussed:

## **Delegation – RCMP**

The Committee met with RCMP Staff Sergeant Roger Flynn to discuss the recent announcement of an increase in personnel for the district.

Sergeant Flynn explained that while there will be an increase of 3 officers, these resources are for Traffic Services only which covers a very broad region from the Burin area to Clarendville and west as far as Grand Falls – Windsor. That division will now be housed at the detachment in Gander and this change will most likely begin in the spring of 2019.

Sgt. Flynn also provided some statistics for the period covering July to October of this year which reflected 286 calls for service compared to 271 for the same period in 2017.

The Staff Sergeant left the meeting.

## **Signage -Crosswalk on Magee and Penney Road**

At the previous committee meeting in October, there were concerns raised about the signage being inadequate on Magee Road when approaching the school zone area while travelling south from Gander Bay. Municipal Enforcement was asked to investigate and have found no issue with the signage in that area.

Councillor Anstey would like the crosswalk to be made more visible. Councillor Woodford said the Committee will look at putting some signage in above the standard if it is felt that there is a requirement.

## **Crosswalk- Elizabeth Drive-Medical Clinic area**

The Committee reviewed an on online complaint from a resident of Hawker Crescent suggesting that a crosswalk should be installed on Elizabeth Drive in the area of the medical clinic. There is a lot of pedestrian traffic on this stretch of the road due to the clinic and apartment buildings.

The Committee will investigate this for possible installation in the spring of 2019 as there cannot be any line painting or road work completed at this time of year. Further investigation is required.

## **Variance Report**

The Committee reviewed the Variance Report for the third quarter of 2018 for both the Fire Department and Municipal Enforcement.

The Fire Department was over budget by \$ 55,550 due to wages for temporary replacement of the Fire Chief. The Municipal Enforcement Department was over budget by \$ 50, 461 due to a decrease in fines revenue from traffic stops. These reports are now forwarded to the Finance Committee for its review and consideration.

### **Third Quarter Statistics**

The Committee reviewed the 2018 third quarter statistics for the Fire Department and Municipal Enforcement.

The Fire Department responded to 90 calls which included residential fires, motor vehicle accidents, system malfunctions, and unauthorized burning. They completed 78 inspections, and conducted 21 public consultations. The Acting Fire Chief noted that there was an increase in motor vehicle accidents in town and the chair asked him to provide further statistics at the next meeting to determine which area is most problematic.

The Municipal Enforcement Department actioned 452 items some of which included animal control requests, motor vehicle accidents, garbage dumping, ATV complaints, vandalism, as well as traffic and property complaints.

### **54 Bennett Drive**

The Committee reviewed correspondence from the owner of 54 Bennett Drive whose home is situated on the sharp turn at bottom of the street near Towers Avenue.

They are asking to meet with Committee to discuss the safety concerns as there are vehicles coming in over the lawn and almost hitting their vehicle; they do not feel safe and will not let the children play in the driveway or cross the road unattended. Vehicles travelling down the steep grade are not always making the sharp turn correctly and this is a safety issue for the family.

The Committee agreed this area will need to be investigated further with the Engineering Department and the owner will be contacted and invited to attend the next meeting.

### **ATV Use - Online complaint**

The Committee reviewed correspondence regarding ATV use which also contained a video entitled "Fatal Fun" from the CBC website. The Chair advised that the Trails Committee has concluded its mandate and the final recommendations will be forthcoming.

The Administrative Assistant will contact the resident and inform him of the status of the trail review.

### **C. Public Works & Services Committee:**

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

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

The following items were discussed:

#### **228 Elizabeth Drive**

The Committee reviewed correspondence from the owner of 228 Elizabeth Drive requesting a review of the policy for reimbursement of costs incurred while freeing a blocked sewer lateral. The resident has a concern with the responsibility for the costs and Town's obligation in these matters.

The resident feels that the current policy requires changes. Council took the opportunity to review Policy MW030, Sewer Callouts, and feels the policy is fair as written.

Should the issue be caused by circumstances such as a break; a physical rupture, protrusion, disconnected section or collapse of the pipe material, a sag where the pipe is completely submerged that causes repetitive blockages within two (2) years, the resident may be reimbursed up to \$700.00 for costs incurred. The policy provides the procedure required to ensure reimbursement in the event of a blockage caused by a break.

The Committee agrees a review of Policy MW030, Sewer Callouts, is not required at this time and recommends the resident be advised to forward any specific section of the policy that he feels may require review.

#### **War Graves Entrance**

The Committee discussed the accessibility and esthetic appeal of the entrance to the Commonwealth War Graves, located off the Trans-Canada Highway (TCH). Due to this area falling under Federal and Provincial jurisdiction, the Town is limited in its capacity for improvement.

It was suggested the Town trim the trees and add planters to the entrance to enhance the aesthetics of the area. Ideally, the TCH should be modified to add turning lanes to safely enter the site.

The Committee recommends this item be redirected to the Planning, Priorities and Communications Committee for further discussion, and begin the process of requesting the Provincial Government to consider adding turning lanes to the site entrance. The enhancement suggestions in the vicinity of the entrance shall be directed to the Supervisor of Public Works to add to the summer maintenance program.

## **Variance Report**

The Director reviewed the Municipal Works and Services Variance Report for the third quarter with the Committee.

The items noted in this variance report were brought forward from the first quarter report, except for unforeseen repairs to fleet, storm drain/catch basin and mechanics diagnostic computer, for a total of \$30,000.00 in additional expenditures. The Municipal Works and Services Department is operating \$18,920.00 under budget and anticipates this trend to remain until year end.

## **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 November 21, 2018. The meeting was chaired by G. Brown, Councillor. Other members present included: T. Pollett, Deputy Mayor; R. Anstey, Councillor; O. Fudge, Councillor; R. Locke, Development Director.

The following items were discussed:

### **Winterset in Summer Literary Festival**

The Committee reviewed a request for sponsorship of the opening event of the 2019 Winterset in Summer Literary Festival scheduled for August 8<sup>th</sup> at the international lounge in the Gander Airport. Themed "Flight", the event recognizes the 100<sup>th</sup> anniversary of Alcock & Brown's Trans-Atlantic flight as well as the significant impact aviation has had on the area.

The organizers are requesting sponsorship in the amount of \$2,500.00 in exchange for full recognition on all event marketing material; ten tickets to the opening event and two tickets to the remaining events taking place in Eastport. This is an exclusive offer to the Town of Gander; no other municipalities will be contacted to sponsor the opening event.

While the Committee believes this to be an excellent event, Council is already dedicating resources towards the recognition of the 100<sup>th</sup> anniversary of Alcock & Brown's Trans-Atlantic flight and must decline the request.

The Committee would like to wish festival organizers the best of luck with all events.

Deputy Mayor Pollett said she brought this to the attention of the Heritage Advisory Committee to see if it can do a joint event. They will be in touch with them to see if an event sponsored by several groups could be hosted.

### **College of the North Atlantic (CNA)-Gander Campus**

The Committee reviewed correspondence from the President of the Student Representative Council representing the local campus of the College of the North Atlantic who are requesting a donation to support their Charity Christmas Raffle. Proceeds from ticket sales will be given to the VOCM Happy Tree and the Gander & Area SPCA.

Although the Committee feels that is a great initiative, they are not recommending support of this donation request for the only reason that the benefactors of this raffle have already received a donation from the Town of Gander.

The Committee would like to acknowledge and congratulate the students responsible for organizing this event. It certainly shows their commitment and drive to give back to the Community during this important time of year.

### **HBB Application- 19 Curtiss Avenue**

The Committee reviewed an application from the resident of 19 Curtiss Avenue.

**WHEREAS** an application has been received from “Gander Locksmithing” to operate a home office for a locksmithing business.

**AND WHEREAS** the advertising and discretionary use notices were posted with no formal objections received by the deadline date of November 2<sup>nd</sup>, 2018 and it meets all of the Town of Gander’s Development Regulations.

### **Motion #18-300**

#### **HBB Application – 19 Curtiss Avenue**

Moved by Councillor Brown and seconded by Councillor Dove that “Gander Locksmithing” be permitted to operate a home office for a locksmithing business from 19 Curtiss Avenue.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

## Variance Report: Ending September 30<sup>th</sup>, 2018

The Committee reviewed the department's variance report ending September 30<sup>th</sup>, 2018. The Department is showing a savings of \$34,000.00; a result in a delay in hiring of the Tourism Development Officer and savings in business travel. The Committee is pleased with the Department's financial standing.

### Art Procurement

Councillor Brown stated the Town of Gander's Art Procurement Program invites submissions of 2- and 3-dimensional artwork for the 2018 program.

Artworks will be received at the Town Hall from 8:30 a.m. Monday, December 10 until 4:30 p.m. Friday, December 14, 2018. The artworks will be displayed in the Town Hall until adjudication and selection of artworks in the New Year. The selected artworks will be announced at the Council Meeting on January 16, 2019. All selected items and artists will be duly recognized.

### E. Engineering, Planning & Controls:

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

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

The following items were discussed:

### Discretionary Notice – 10 Magee Road

Notice is hereby given that the Town Council of Gander has received an application from the SPCA to operate their shelter from the above noted property.

It is noted that this area is zoned Commercial General and Animal uses are permitted as a Discretionary Use under the Town of Gander Development Regulations.

The Director of Engineering advised that no objections have been received prior to the advertised deadline.

**Motion #18-301****Discretionary Notice – 10 Magee Road**

Moved by Councillor Anstey and seconded by Deputy Mayor Pollett that the discretionary use application made by the Gander and Area SPCA for 10 Magee Road be approved as presented.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

**Cooper Boulevard Pedestrian Crossing Study**

Last Spring, Council requested an evaluation of pedestrian crossing conditions along Cooper Boulevard at the intersections of Cooper Boulevard/Raynham Avenue and Cooper Boulevard/Memorial Drive to inquire if any improvements were needed at these intersections.

The Town engaged Crandall Engineering Ltd. to complete this study and make recommendations to improve safety at these intersections.

The Director advised that the study has been received and Crandall Engineering Ltd. has concluded the following:

- There are no major deficiencies and traffic continues to operate at a good level. However, to improve pedestrian safety and comfort at the **Cooper Boulevard/Raynham Avenue** intersection, it was recommended to use zebra markings at the crosswalk to enhance visibility.
- Install a concrete island at the northeast channel to provide more protection for pedestrians and extend the sidewalk with ramps to the crosswalk on both side street approaches.
- Pedestrian demand crossing at the **Cooper Boulevard/Memorial Drive** intersection is currently very low. Should future development to the east generate crossing demands, a crosswalk should be considered with an RRFB being the most appropriate crossing. If a traffic signal becomes warranted, pedestrian crossings and pedestrian signals could be installed on all four legs.
- In the future as **Penney Avenue** is extended to **Cooper Boulevard**, it is recommended that the crosswalk be located on the north side of the intersection and feature RRFB components.

Traffic signals were not found to be warranted at either of the two studied intersections within the 5-year analysis period. If development proceeds as expected in this area of Town it is projected that the **Cooper Boulevard/Memorial Drive** intersection would likely show rational for Traffic signals by the year 2023.

## **Departmental Variance Report to September 30, 2018**

The Director presented to the Committee, the Departmental Variance Report to September 30, 2018. The Director advised that the departmental variance was \$63,795.00 under budget due to an increase in commercial building permits. The Committee was pleased with this and forwards it to the Finance Committee for their review and consideration.

## **Realignment of Bennett Drive**

The Director informed the Committee that a request was brought forward to realign Bennett Drive in an attempt to alleviate the “no left turn” onto Airport Boulevard from Armstrong Boulevard and he presented a proposed design for the realignment.

The Director advised that the existing roadway for Bennett Drive would have to be diverted across the commercial section of land adjacent to Shoppers Drug Mart and along the boundary of the Canadian Tire Gas Bar to connect up with Airport Boulevard.

After discussion, the Committee agreed that there are many negative impacts with the configuration as presented therefore, do not recommend moving forward with this realignment at this time.

## **Shipping Containers**

Following the last Committee meeting, Council requested that the Engineering Department compile a list of businesses that are utilizing shipping containers as storage units and any other information relating to their use prior to a meeting with the Economic Development Committee and the Chamber of Commerce.

The Supervisor of Technical Services provided a power point presentation showing a number of businesses that are using these types of units and the placement on their respective properties.

The Committee thanked the Engineering Department for their involvement with compiling this information and presenting it in such a manner that will help provide a more clear understanding of the proposed regulation to the Chamber of Commerce during their meeting.

The Committee is requesting that printed copies of the Power Point Presentation be provided to Council prior to the meeting with the Chamber.

**F. Finance & Administration:**

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

The Finance & Administration Committee meeting was held on November 22, 2018. The meeting was chaired by B. Dove, Councillor. Other members present included: G. Brown, Councillor; P. Woodford, Councillor; T. Pollett, Deputy Mayor; G. Brown, Director of Finance.

The following items were discussed:

**Invoice for Approval**

OPERATING

1. eSolutions Group		
Acct: 00-120-1000-5420 – Website Implementation		\$11,500.00
	Spent: \$36,265	Budget: \$16,100
	<b>Total Operating invoices for approval</b>	<b>\$11,500.00</b>

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

**Motion #18-302**

**Invoice for Approval**

Moved by Councillor Dove and seconded by Councillor Brown that the invoice be paid as presented.

In Favour:    6       Opposing:    0

**Decision:**    Motion carried.

**Capital Line of Credit**

Every year the Town carries out numerous capital projects and needs to borrow funds from the bank to pay its share of the cost. This is done on an interim basis until the projects are complete at which time a long term loan is taken out to finalize the borrowing on the project.

**Motion #18-303****Capital Line of Credit**

Moved by Councillor Dove and seconded by Deputy Mayor Pollett that the Town of Gander request an approval to borrow \$2.8 million from the Royal Bank at an interest rate of prime - 0.5% to provide interim financing on its 2018 Capital Expenditures. All funds borrowed on an interim basis will be repaid no later than May 15, 2019.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

**Variance Report**

The Committee reviewed the Variance Report for the period ending September 30, 2018. At the end of September, the Town is projecting a surplus of \$178,821. Our operating budget for 2018 is 16.4 million dollars. The major factor in creating the surplus is the fact that our wage accounts were \$118,000 under budget in 2018 due to a combination of not filling vacancies in various positions, as well as hiring of some positions being carried out later than initially budgeted.

The Committee also reviewed the Capital Expenditure Budget for 2018. At the end of September we are projecting that this will be approximately \$500,000 under budget primarily due to the new salt shed and ballfield lighting projects being significantly under budget.

**Removal Order – 177 Elizabeth Drive**

The Committee discussed the Removal Order for 177 Elizabeth Drive. The Order is to remove a sign that is on the property of 177 Elizabeth Drive and advertises the services of the Jumping Bean. The sign does not meet our sign regulations and the Engineering Department has been working with the owner for a period of time to get the issue resolved without any success and has asked that an Order be issued.

Councillor Brown suggested that before the order be issued, that the Town make one final attempt to solve the problem. She asked that the Director of Development be asked to contact the business owner to see if there is some way to correct the matter. The rest of the Committee agreed.

Councillor Anstey disagreed and felt that they have had ample time to deal with the problem. The sign does not meet the regulations and needs to be taken down.

Councillor Brown was concerned that the business has not been invited in to discuss the regulations and feels that it is important to work with the businesses in the community.

Councillor Woodford agreed 100% with Councillor Anstey.

**Motion #18-304**

**Removal Order – 177 Elizabeth Drive**

Moved by Councillor Anstey and seconded by Councillor Woodford to issue a Removal Order for the temporary advertising sign at 177 Elizabeth Drive.

In Favour: 5      Opposing: 1 – Councillor Brown

**Decision:** Motion carried.

**Removal Order – 43 Wilcockson Crescent**

The Committee reviewed a Removal Order for 43 Wilcockson Crescent. The owner of 43 Wilcockson Crescent has written Council asking to be allowed to keep three different sheds on the Town's property and Council has refused their request. Since that time, the owner has not moved his property off of Town land despite being asked to. As a result, an Order is required to move the sheds from Town property.

**Motion #18-305**

**Removal Order – 43 Wilcockson Crescent**

Moved by Councillor Dove and seconded by Councillor Anstey that the Town of Gander issue a Removal Order for three sheds on Town property adjacent to 43 Wilcockson Crescent.

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

Councillor Brown asked for clarification on what a permanent structure was. The Director of Engineering said that he can't give a definition of what a permanent is. It would be up to Council as to what they would allow.

**G. Other Reports:**

None.

**7. ADMINISTRATION**

None.

**8. CORRESPONDENCE**

None.

## 9. NEW BUSINESS

### Canadian Mental Health Association

The Mayor attended a reception in Grand Falls – Windsor at which Bell gave a \$25,000 donation to the Mental Health Association to deal with Suicide Prevention for high school athletes. Gander Collegiate is one the schools that will be included in the project.

### External Newsletter

As a part of the Town of Gander's Strategic Communications Plan, the Town will be producing and distributing a newsletter for residents, beginning in 2019. The newsletter will consist of seasonal information and regulations, updates on municipal projects, upcoming community events, and Town news and initiatives.

Council has decided to engage Gander's youth in deciding on a name for the newsletter. Council will be contacting St. Paul's Intermediate, asking them to encourage their students to provide name ideas.

### Capital Updates

Councillor Anstey gave updates on the status of Capital Projects in 2018. Most of them are complete with the exception of the waste water treatment plant and Memorial Drive.

### Sod Turning

The Mayor advised the public that last week there was a sod turning ceremony at the site of the new Waste Water Treatment Plant.

### Gina Brown – Health Status

Councillor Brown advised that she was diagnosed with breast cancer and had surgery Monday. She intends to continue in her role as Councillor and has no plans on resigning. She encourages all women to get a mammogram when they are due.

### Motion #18-306

#### Adjournment

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

In Favour: 6      Opposing: 0

**Decision:** Motion carried.

The meeting adjourned at 6:10 p.m.

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**P. Farwell, Mayor**

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**G. Brown, Town Clerk**