



**TOWN OF GANDER
MEETING
REGULAR MEETING OF COUNCIL
Wednesday, June 11, 2025, 4:00 PM
Council Chambers**

Council Present:

Percy Farwell, Mayor
Bettina Ford, Deputy Mayor
Marcie White, Councillor
Sheldon Handcock, Councillor
Tara Pollett, Councillor
Wilson Hoffe, Councillor

Staff Present:

Brad Hefford, Chief Administrative Officer/Town Clerk/Director of Governance and Legislative Services
Alexa Oldford, Manager of Governance and Legislative Services
James Blackwood, Director of Planning and Public Works
Jerry Knee, Director of Community Services
Kayla White, Manager of Communications, Branding and Partnerships
Kelly Hiscock, Director of Corporate Services
Dave Shea, Fire Chief

Regrets:

Pat Woodford, Councillor

1. CALL TO ORDER

The meeting was called to order by Deputy Mayor Ford at 4:00 P.M.

2. LAND ACKNOWLEDGEMENT

Deputy Mayor Ford delivered the land acknowledgement.

3. VISITORS/PRESENTATIONS

3.1 Snow Plow Naming Contest

As part of Municipal Awareness Week 2025, the Town of Gander launched an engagement initiative with Gander Elementary, inviting students to help name one of the Town's snowplows.

We invited Gander Elementary students to submit name ideas, with each class putting forward one suggestion. Of all the creative entries, three were shortlisted - one from each grade - Snowy and Sunny, Snow Blazer, and Iceberg.

We opened it up to a community vote, and the results are in...

With 72% of the vote, the winning name is Snow Blazer, submitted by Ms. Burden's Grade 5 class!

We're excited to unveil the new decal that will be featured on one of our snowplows during the winter season.

It even includes a hawk to represent the Gander Elementary mascot.

Thank you to all the students and teachers who took part. You helped bring some fun to our fleet and showed how student voices can help shape our community in creative ways.

Congratulations to Ms. Burden's class. We look forward to seeing Snow Blazer in action during the 2025–26 snow season!

3.2 June is Recreation Month

Mayor Farwell proclaimed June 2025 as Recreation Month. The proclamation emphasizes that recreation enhances quality of life, promotes active living and lifelong learning, and contributes to personal well-being and community development. It highlights the importance of inclusive opportunities for people of all abilities, the role of parks and open spaces in supporting ecological sustainability, and the positive economic impact of recreation through job creation and tourism. The proclamation encourages residents to engage in recreational activities that foster healthier, more vibrant communities.

3.3 Pride Month

June 2025 was proclaimed as Pride Month in the Town of Gander. The proclamation celebrated diversity, promoted inclusion, and recognized the valuable contributions of the 2SLGBTQIA+ community to the town's social, cultural, and economic life. It highlighted

Gander's ongoing tradition of supporting Pride through local events that foster visibility, education, and acceptance. The proclamation reaffirmed the Town's commitment to upholding the dignity of all individuals and standing against discrimination in all forms.

4. APPROVAL OF AGENDA

The Regular Meeting of Council agenda for June 11, 2025 was presented for approval.

Resolution: **25-120**

Moved By Councillor Pollett

Seconded By Councillor Handcock

THAT the agenda for the June 11, 2025 Regular Meeting of Council be approved, as presented.

For (6): Percy Farwell, Mayor, Deputy Mayor Ford, Councillor White, Councillor Handcock, Councillor Pollett, and Councillor Hoffe

Carried (6 to 0)

5. APPROVAL OF PREVIOUS MINUTES

5.1 May 14, 2025 - Regular Minutes

The minutes from the May 14, 2025 Regular Meeting of Council are presented for approval.

Resolution: **25-121**

Moved By Councillor Pollett

Seconded By Deputy Mayor Ford

THAT the minutes from the May 14, 2025 Regular Meeting of Council are approved, as presented.

For (6): Percy Farwell, Mayor, Deputy Mayor Ford, Councillor White, Councillor Handcock, Councillor Pollett, and Councillor Hoffe

Carried (6 to 0)

6. BUSINESS ARISING FROM PREVIOUS MINUTES

6.1 131 Memorial Drive

Following the previous Council meeting, the Town received a request from the owner of 131 Memorial Drive to re-evaluate Council's May 14, 2025 decision denying a height variance for the structure on the property. It was brought to Council's attention that a permit had previously been issued for the foundation of this structure. Based on this new information, and the argument that the current application could be considered a continuation of a previously approved non-conforming use, Council reconsidered the prior resolution.

Resolution: **25-122**

Moved By Councillor Pollett

Seconded By Councillor Handcock

THAT the application for a height variance at 131 Memorial Drive be approved as a non-conforming use, subject to all conditions outlined in the permit.

For (6): Percy Farwell, Mayor, Deputy Mayor Ford, Councillor White, Councillor Handcock, Councillor Pollett, and Councillor Hoffe

Carried (6 to 0)

7. STANDING COUNCIL BUSINESS

7.1 Correspondence and Action Plans

The Correspondence and Action Plans report was presented by Deputy Mayor Ford.

a. Canada Day

Canada Day activities will take place at Cobb's Pond Rotary Park on July 1st from 1:00 p.m. to 4:00 p.m. In the event of rain, activities will be relocated to the Steele Community Centre. The celebration will feature entertainment, games, fun activities, and more. Admission is free, and all residents are encouraged to attend.

b. Property Maintenance Update

The Committee reviewed an update on community clean-up efforts and noted that considerable progress has been made throughout the town. Two previously problematic properties showed significant improvement following Municipal Enforcement follow-ups, which were resolved without the need for fines. The

Committee acknowledged that proactive engagement and communication continue to be effective strategies in encouraging residents to maintain a cleaner and more welcoming community.

c. Activation of the Town of Gander's LinkedIn Account

The Committee discussed the planned activation of the Town's existing LinkedIn account, which has not yet been utilized. While initial plans were to wait for the launch of the Town's new brand identity, it was agreed that activating the platform now presents an opportunity to begin building a professional audience and sharing relevant content in advance of the rebrand. LinkedIn will be used to share project updates, Council priorities, corporate initiatives, department and employee spotlights, and public service improvements. The platform will be managed to ensure a consistent and professional presence that aligns with corporate messaging. This initiative requires no additional resources and supports the Town's objectives of transparency, stakeholder engagement, and intergovernmental visibility.

7.2 Internal Operations

The Internal Operations report was presented by Councillor White.

a. Water Quality Report - Summer 2024

The Committee reviewed the Town of Gander's most recent water quality report, from Summer 2024, which references the Canadian Drinking Water Guidelines. The Town's Water Quality Index was rated as excellent, a level achieved when all parameters consistently meet recommended guidelines. Testing is conducted and reported by the Provincial Government, with results available on the GOVNL Environment and Climate Change Water Resources Management webpage.

b. Wastewater Quality Report - 4th Quarter 2024

The Committee reviewed the Town of Gander's wastewater quality report, referencing the Wastewater Systems Effluent Regulations. The most recent report, for the 4th quarter of 2024, indicated that effluent quality remains within recommended guidelines. Composite samples are collected bi-weekly by Wastewater Treatment Plant Operators and submitted to an accredited laboratory for testing.

c. Planning and Public Works Reports

The Committee reviewed the Public Works report for the period of April 24 to May 14, 2025. The department continues to make steady progress in delivering core maintenance and infrastructure services across the community, with a range of activities underway to support seasonal operations and service improvements.

The Committee also reviewed the Planning Department report for the period of April 23 to May 21, 2025. The report highlighted strong activity in the areas of applications, permit issuance, and new residential development, reflecting continued growth and investment within the Town. Overall, both departments remain active in supporting the Town's operational and development priorities.

7.3 Regulatory Affairs and Policy

The Regulatory Affairs and Policy report was presented by Councillor Pollett.

a. Residential Land Inquiry

A request was received from the owner of 20 Cotton Street to purchase backland located directly behind their property. It is noted that all land sales are governed by the Town's Policy GL003, and that a standing resolution, passed on October 14, 2020 (Motion #20-243), directs that future residential backland sales are to be ceased.

In keeping with the standing resolution and recognizing the need for a comprehensive land evaluation, it is recommended that Council continue to postpone residential backland sales until this evaluation is completed.

b. Home Based Business Applications

The Committee reviewed three applications for home-based businesses in residential areas. In accordance with the Town of Gander's Development Regulations, "Home-Based Business" use is classified as discretionary in all residential zones and must meet the standards set out in the Town's Home-Based Business (HBB) guidelines. The Committee confirmed that each of the applications reviewed met the requirements of these guidelines.

The first application was for a home-based virtual office at 126A Morgan Drive. The proposed business will provide online legal, consulting, and coaching services, with all client meetings to occur off-site.

The second application was for a home-based family childcare service at 22 Yeagar

Street. The proposed use will function under a provincially approved Family Childcare Agency, in accordance with Newfoundland and Labrador's Childcare Legislation.

The third application was for a home-based administrative office at 20 Rowsell Boulevard in support of a mobile auto cleaning and detailing service. The business will conduct all customer-related activities off-site, with home-based activities limited to office administration.

Resolution: **25-123**

Moved By Councillor Pollett

Seconded By Councillor Handcock

THAT the application for the home based business to operate online legal, consulting, and coaching services, located at 126A Morgan Drive be approved, subject to all conditions set forth in the permit and in compliance with all Home Based Business guidelines.

For (6): Percy Farwell, Mayor, Deputy Mayor Ford, Councillor White, Councillor Handcock, Councillor Pollett, and Councillor Hoffe

Carried (6 to 0)

Resolution: **25-124**

Moved By Councillor Pollett

Seconded By Councillor White

THAT the application for a home-based family childcare service at 22 Yeager Street be approved, subject to all conditions set forth in the permit and in compliance with all Home Based Business guidelines.

For (6): Percy Farwell, Mayor, Deputy Mayor Ford, Councillor White, Councillor Handcock, Councillor Pollett, and Councillor Hoffe

Carried (6 to 0)

Resolution: **25-125**

Moved By Councillor Pollett

Seconded By Councillor White

THAT the Town of Gander approve the application for a home-based office for a mobile auto cleaning and detailing service at 20 Rowsell Boulevard, subject to all conditions set forth in the permit and in compliance with all Home Based Business guidelines.

For (6): Percy Farwell, Mayor, Deputy Mayor Ford, Councillor White, Councillor Handcock, Councillor Pollett, and Councillor Hoffe

Carried (6 to 0)

c. Variance - 18 Gordon Street

The Committee reviewed an application to construct a fence at 18 Gordon Street, measuring 2.2 metres in height, exceeding the maximum permitted height of 2.0 metres under Town of Gander regulations. Council has the authority to vary the regulations by up to 10%. The proposal was advertised and circulated as required, with no representations received by the deadline.

Resolution: **25-126**

Moved By Councillor Pollett

Seconded By Councillor Hoffe

THAT Council approve the application to construct a 2.2 metre high fence at 18 Gordon Street, which exceeds the permitted height of 2.0 metres by 10%, in accordance with the authority granted under the Town of Gander Development Regulations.

For (6): Percy Farwell, Mayor, Deputy Mayor Ford, Councillor White, Councillor Handcock, Councillor Pollett, and Councillor Hoffe

Carried (6 to 0)

d. 35H Armstrong Boulevard - Prayer Room

The Committee reviewed an application for a Prayer Room at 35H Armstrong Boulevard. The property, situated in a Commercial General zone, classifies a Prayer Room as a General Assembly use and a Discretionary Use under the Town of Gander Development Regulations. Notice of the application was provided in accordance with Section 3.15 of the Regulations, with no objections received.

Resolution: **25-127**

Moved By Councillor Pollett

Seconded By Councillor Handcock

THAT Council approve the application for a Prayer Room at 35H Armstrong Boulevard, subject to all conditions set forth in the permit.

For (6): Percy Farwell, Mayor, Deputy Mayor Ford, Councillor White, Councillor Handcock, Councillor Pollett, and Councillor Hoffe

Carried (6 to 0)

e. Servicing Plan - 73 & 75 Bannock Street

Council reviewed the site servicing plan for 73 and 75 Bannock, where the Owner had previously received approval to subdivide the property subject to submission of final legal surveys and a lot servicing plan. The proposed plan requires a street cut to install an upgraded water service to adequately supply each of the proposed double dwellings.

Council directed staff to continue working with the developer to explore all possible alternatives to provide servicing without the need for a street cut, which should only be considered as a last resort if no other viable solutions are identified.

Resolution: **25-128**

Moved By Councillor Pollett

Seconded By Councillor Handcock

THAT Council approve the proposed street cut at 73 & 75 Bannock Street on the condition that Town Administration continue to explore all potential alternatives to provide servicing without the need for a street cut, with such a street cut only proceeding if no other viable solutions are identified.

For (6): Percy Farwell, Mayor, Deputy Mayor Ford, Councillor White, Councillor Handcock, Councillor Pollett, and Councillor Hoffe

Carried (6 to 0)

f. 57 Macdonald Drive Request

The Committee reviewed a request to install a swimming pool and associated deck at 57 Macdonald Drive. Due to the property's corner lot configuration and interpretation of the frontage along Baldwin Street, current regulations under the Town's Accessory Building Regulations and setback requirements present challenges to the proposed pool placement. Council expressed support for working with staff to identify a path forward for this application, recognizing the unique characteristics of older properties and the importance of ensuring safety as the primary regulatory intent. Staff will explore options to accommodate this request, including potential adjustments to pool-related regulations for corner lots, and will report back to Council.

g. 13A McCurdy Drive

Councillor White left Council Chambers at 4:41 p.m. due to conflict of interest.

Councillor White left the Committee meeting due to conflict of interest.

The Committee reviewed a Commercial Land Application to purchase an approximately 1/6 acre industrial-zoned Town-owned parcel at 13A McCurdy Drive. The lot is currently vacant and unsuitable for standalone development due to its shallow depth and required setbacks. The applicant proposes to consolidate the parcel with an adjoining industrial-zoned property to the rear, enabling the development of a 60' x 40' commercial warehouse fronting on McCurdy Drive, while retaining a separate Residential Low Density lot on Memorial Drive.

The Committee recommended proceeding with the application in principle and directed that an independent appraisal of the land be obtained to inform further consideration.

Councillor White returned to the Committee meeting.

Councillor White returned to Council Chambers at 4:51 p.m.

Resolution: **25-129**

Moved By Councillor Pollett

Seconded By Councillor Hoffe

THAT staff proceed with the application in principle, conditional upon obtaining an independent appraisal of the land, to inform further consideration, and compliance with all legislative requirements.

For (5): Percy Farwell, Mayor, Deputy Mayor Ford, Councillor Handcock, Councillor Pollett, and Councillor Hoffe

Conflict (1): Councillor White

Carried (5 to 0)

7.4 Finance

The Finance report was presented by Councillor Pollett.

a. Electrical Maintenance 2025-2027

The Committee reviewed the Request for Quote (RFQ) summary for Electrical

Maintenance (2025–2027), which indicates that Powell’s Electrical Ltd. is the preferred bidder under Standing Offer SO25-01. Powell’s bid met all specified requirements and includes an hourly rate of \$75.75 (HST inclusive), up from the previous rate of \$71 per hour, and a bucket service rate of \$114.89 (HST inclusive), up from the previous rate of \$99 per hour. This increase is anticipated to cost an additional \$1,000 per year.

Resolution: **25-130**

Moved By Councillor Pollett

Seconded By Councillor Hancock

THAT the Town of Gander award the Electrical Maintenance (2025–2027) contract under Standing Offer SO25-01 to Powell’s Electrical Ltd., at a rate of \$75.75 per hour, HST inclusive, and \$114.89, HST inclusive, for bucket service.

For (6): Percy Farwell, Mayor, Deputy Mayor Ford, Councillor White, Councillor Hancock, Councillor Pollett, and Councillor Hoffe

Carried (6 to 0)

b. Property Tax Reductions

The Committee reviewed five (5) applications for residential property tax reductions that met Council’s policy based on established criteria. The total amount to be adjusted is \$3,674.35. Since the beginning of 2025, the Town of Gander has issued 21 property tax reductions totaling \$17,809.06.

Resolution: **25-131**

Moved By Councillor Pollett

Seconded By Councillor White

THAT all five (5) applications for residential property tax reductions totaling \$3,674.35, be approved, as attached.

For (6): Percy Farwell, Mayor, Deputy Mayor Ford, Councillor White, Councillor Hancock, Councillor Pollett, and Councillor Hoffe

Carried (6 to 0)

c. Safety Source Invoice

The Committee was informed that the purchase for bid #OC24-07, "Supply and Delivery of 26 Breathing Apparatus," was approved in principle at the Privileged Meeting of March 19, 2024, but was not formally approved at the April 10, 2024 Council Meeting, as noted in a recent Public Procurement Agency audit.

Resolution: **25-132**

Moved By Councillor Pollett

Seconded By Deputy Mayor Ford

THAT the purchase from Safety Source Fire Inc. invoice # NL-00897348 in the amount of \$329,815.54, HST included, be approved.

For (6): Percy Farwell, Mayor, Deputy Mayor Ford, Councillor White, Councillor Handcock, Councillor Pollett, and Councillor Hoffe

Carried (6 to 0)

d. Bristol Lift Station Upgrades RFQ25-16

The Committee reviewed the bid for the replacement of the lift station at Bristol Place. The bid amount exceeds the original budget by \$15,578 due to the inclusion of a SCADA system to provide enhanced alarm and monitoring capabilities. Council supported this enhancement, recognizing the importance of incorporating SCADA technology as part of ongoing upgrades to Town infrastructure.

Resolution: **25-133**

Moved By Councillor Pollett

Seconded By Councillor Handcock

THAT RFQ25-16 for the replacement of the Bristol Place lift station, including the addition of a SCADA system for alarm and monitoring purposes, be awarded to H & R Enterprises Ltd, in the amount of \$55, 775, HST inclusive.

For (6): Percy Farwell, Mayor, Deputy Mayor Ford, Councillor White, Councillor Handcock, Councillor Pollett, and Councillor Hoffe

Carried (6 to 0)

e. 2025 Assessment Appeal

The Committee reviewed a request from a property owner seeking retroactive adjustments to their 2023 and 2024 property assessments following a successful 2025 appeal that resulted in a significant reduction in assessed value. The Municipal Assessment Agency confirmed that while no appeal had been filed for 2023 or 2024, an error had been identified where the wrong property had been assessed in those years. The Agency provided corrected values, and Council supported applying these corrections, noting it was fair to adjust for a documented assessment error.

Resolution: **25-134**

Moved By Councillor Pollett

Seconded By Councillor Handcock

THAT the Town of Gander approve the adjustment of the 2023, 2024 and 2025 property assessments for Vendor ID COUNT020, to correct an identified Municipal Assessment Agency error.

For (6): Percy Farwell, Mayor, Deputy Mayor Ford, Councillor White, Councillor Hancock, Councillor Pollett, and Councillor Hoffe

Carried (6 to 0)

f. 2024 Year-In-Review

The Committee reviewed a draft of the Town's 2024 Year in Review, presented in a new, more accessible visual format intended for public distribution. The document, prepared by staff and currently unaudited, summarizes the Town's financial performance and highlights key projects and statistics. Council supported the approach, noting the importance of clear communication and source attribution for public understanding. Suggestions were made to refine certain terms and include explanatory notes where needed. The document is planned to be shared through various public channels, with consideration also given to providing printed copies to non-digital audiences.

g. Collection Report

The Committee was provided with an update on the town's collection report, highlighting the positive collection rates and ongoing efforts to address outstanding debts.

7.5 Strategy, Growth, and Investments

The Strategy, Growth and Investments report was presented by Councillor Hancock.

a. Lakewood Academy - Waive Soccer Field Fees

The Committee discussed Lakewood Academy's request to waive \$430 in fees for hosting the 2A provincial soccer tournament in May. While the request was submitted after the event, Council agreed to approve the waiver, recognizing the school's contribution to the community and the importance of regional facility access.

Resolution: **25-135**

Moved By Councillor Hancock

Seconded By Councillor Pollett

THAT the waiver of fees totaling \$430 for Lakewood Academy's use of the Town's soccer facilities during the 2A provincial soccer tournament held in May 2025, be approved.

For (6): Percy Farwell, Mayor, Deputy Mayor Ford, Councillor White, Councillor Hancock, Councillor Pollett, and Councillor Hoffe

Carried (6 to 0)

b. 2025 Street Resurfacing

The Committee reviewed the 2025 Street Resurfacing Plan, which prioritizes streets not scheduled for major infrastructure work in the near term. The plan includes full street reconstruction on Memorial Drive East, from the traffic circle to Old Navy Road (approximately 300 metres), including rock, Class B, Class A, base course and surface course asphalt, a new crosswalk, and ditch reshaping, at a total cost of \$527,103.32 (HST inclusive).

The plan also includes milling and placement of 50mm surface course asphalt on Airport Boulevard from 95 Airport Boulevard to 120 Airport Boulevard (approximately 345 metres) and Memorial Drive in both directions from the Airport Boulevard intersection (approximately 110 metres), at a total cost of \$535,318.79 (HST inclusive).

Lastly, the plan includes milling and placement of 50mm surface course asphalt on Rowsell Boulevard from 100 Rowsell to 90 Rowsell (approximately 130 metres), at a total cost of \$96,782.22 (HST inclusive). Council also discussed road deterioration issues, heavy truck traffic impacts, and the importance of enforcing truck routes to protect the Town's infrastructure.

c. 320 Trans Canada Highway Development

The Committee discussed whether Councillor Hoffe would be in conflict of interest regarding this matter and determined that, having no direct interest, Councillor Hoffe is not deemed to be in conflict.

Council then reviewed a proposal to develop 26 semi-serviced lots at 320 TCH. The proposed subdivision would feature a cul-de-sac with open ditches, driveway culverts, and water service to each lot, with individual septic systems to be installed by homeowners. The property is zoned Residential High Density 1 (RHD-1), and the proposal complies with zoning requirements. While the Town's current Design Standards for Streets and Subdivisions do not address this type of development, the Planning and Public Works Department will work with the developer to prepare draft design standards for Council's review.

Resolution: **25-136**

Moved By Councillor Handcock

Seconded By Councillor White

THAT the Town of Gander approve in principle the proposed development of 26 semi-serviced lots at 320 Trans Canada Highway, subject to the preparation of appropriate design standards by the Planning and Public Works Department for Council's review and approval.

For (6): Percy Farwell, Mayor, Deputy Mayor Ford, Councillor White, Councillor Handcock, Councillor Pollett, and Councillor Hoffe

Carried (6 to 0)

d. Housing Accelerator Fund - Incentive Applications for Approval

Seven applications submitted under the Town's Housing Accelerator Fund (HAF) Incentive Program are presented for approval. The program provides financial incentives to support the development of new residential units that meet specified eligibility criteria, including affordability, energy efficiency, and design standards. Each application meets the requirements of the program guidelines.

The first application is for the construction of a secondary suite at 42 Carling Crescent, with a HAF funding commitment of up to \$20,424.50.

The second application is for the development of five residential units above a commercial space at 85–87 Elizabeth Drive, with a HAF funding commitment of up to \$79,500.

The third application is for a two-unit commercial conversion at 195 Elizabeth Drive, with a HAF funding commitment of up to \$20,225.

The fourth application is for the construction of a secondary suite at 29 Melvill Place, with a HAF funding commitment of up to \$13,110.

The fifth application is for the construction of a secondary suite at 111 Rowsell Boulevard, with a HAF funding commitment of up to \$13,417.

Councillor White left the Committee meeting due to conflict of interest.

Councillor White left Council Chambers at 5:11 p.m. due to conflict of interest.

The sixth application is for the development of four residential units at 32 Waterton Street, with a HAF funding commitment of up to \$78,918.75.

The seventh application is for the development of 21 residential units at 70 Armstrong Boulevard, with a HAF funding commitment of up to \$569,500.

Resolution: **25-137**

Moved By Councillor Handcock

Seconded By Deputy Mayor Ford

THAT up to \$78,918.75 in Housing Accelerator Fund (HAF) funding be allocated to the applicant for the proposed four-unit residential project at 32 Waterton Street, contingent upon the applicant's continued compliance with all eligibility requirements under the Town of Gander's Housing Incentive Program.

For (5): Percy Farwell, Mayor, Deputy Mayor Ford, Councillor Handcock,
Councillor Pollett, and Councillor Hoffe

Conflict (1): Councillor White

Carried (5 to 0)

Resolution: **25-138**

Moved By Councillor Handcock

Seconded By Councillor Pollett

THAT up to \$569,500 in Housing Accelerator Fund (HAF) funding be allocated to the applicant for the proposed 21-unit residential project at 70 Armstrong Boulevard, contingent upon the applicant's continued compliance with all eligibility requirements under the Town of Gander's Housing Incentive Program.

For (5): Percy Farwell, Mayor, Deputy Mayor Ford, Councillor
Handcock, Councillor Pollett, and Councillor Hoffe

Conflict (1): Councillor White

Carried (5 to 0)

Resolution: **25-139**

Moved By Councillor Handcock

Seconded By Councillor Pollett

THAT up to \$20,424.50 in Housing Accelerator Fund (HAF) funding be allocated to the applicant for the proposed secondary suite project at 42 Carling Crescent, contingent upon the applicant's continued compliance with all eligibility requirements under the Town of Gander's Housing Incentive Program.

For (6): Percy Farwell, Mayor, Deputy Mayor Ford, Councillor White, Councillor
Handcock, Councillor Pollett, and Councillor Hoffe

Carried (6 to 0)

Resolution: **25-140**

Moved By Councillor Handcock

Seconded By Deputy Mayor Ford

THAT up to \$79,500 in Housing Accelerator Fund (HAF) funding be allocated to the applicant for the proposed five-unit residential project above a commercial space at 85–87 Elizabeth Drive, contingent upon the applicant’s continued compliance with all eligibility requirements under the Town of Gander’s Housing Incentive Program.

For (6): Percy Farwell, Mayor, Deputy Mayor Ford, Councillor White, Councillor Handcock, Councillor Pollett, and Councillor Hoffe

Carried (6 to 0)

Resolution: **25-141**

Moved By Councillor Handcock

Seconded By Councillor Pollett

THAT up to \$20,225 in Housing Accelerator Fund (HAF) funding be allocated to the applicant for the proposed two-unit commercial conversion project at 195 Elizabeth Drive, contingent upon the applicant’s continued compliance with all eligibility requirements under the Town of Gander’s Housing Incentive Program.

For (6): Percy Farwell, Mayor, Deputy Mayor Ford, Councillor White, Councillor Handcock, Councillor Pollett, and Councillor Hoffe

Carried (6 to 0)

Resolution: **25-142**

Moved By Councillor Handcock

Seconded By Councillor White

THAT up to \$13,110 in Housing Accelerator Fund (HAF) funding be allocated to the applicant for the proposed secondary suite project at 29 Melvill Place, contingent upon the applicant’s continued compliance with all eligibility requirements under the Town of Gander’s Housing Incentive Program.

For (6): Percy Farwell, Mayor, Deputy Mayor Ford, Councillor White, Councillor Handcock, Councillor Pollett, and Councillor Hoffe

Carried (6 to 0)

Resolution: **25-143**

Moved By Councillor Handcock

Seconded By Councillor White

THAT up to \$13,417 in Housing Accelerator Fund (HAF) funding be allocated to the applicant for the proposed secondary suite project at 111 Rowsell Boulevard, contingent upon the applicant’s continued compliance with all eligibility requirements under the Town of Gander’s Housing Incentive Program.

For (6): Percy Farwell, Mayor, Deputy Mayor Ford, Councillor White, Councillor Hancock, Councillor Pollett, and Councillor Hoffe

Carried (6 to 0)

e. Strategic Initiatives Update

The Committee received an update on efforts to improve the tracking and management of the Town's strategic initiatives. The goal is to enhance transparency, monitor progress, and promptly identify any issues related to key projects and priorities. Regular updates will be provided to Council to support oversight of these initiatives.

7.6 Community Well-Being and Outreach

The Community Well-Being and Outreach report was presented by Councillor Hoffe.

a. YQX Running Club

The Committee reviewed a request from the YQX Running Club Inc., a new group of running enthusiasts in Gander dedicated to promoting fitness, community spirit, and social running. The club is seeking Council's support for hosting a revitalized version of the Gander Day fun run, to be called the "Run from Away 5K and 10K," during the annual Festival of Flight. The event is intended to serve as a stepping stone for a larger "Run From Away Half and Full Marathon" targeted for May 2026.

The YQX Running Club seeks access to barricades, signage, and support with logistics, permitting, and road closures, as well as general guidance and points of contact for event planning.

Council expressed support for the event and the group's long-term goals, and staff from various departments will collaborate to provide the necessary assistance.

b. Canadian Tire Jumpstart - Community Development Grants

Council was informed that the Canadian Tire Jumpstart Community Development Grants program is now accepting applications for programs starting between September 1 and December 31, 2025. Two funding streams are available: Program Support for sport and physical activity programs, and Operational Support for building

organizational capacity. These grants are available to organizations offering programs for children aged 4–18 in financial need and youth with disabilities aged 4–25.

Further information is available at jumpstart@canadianfire.ca.

c. Upcoming Events

Town of Gander Upcoming Events for June 12 - July 9, 2025:

June 14: Fly Your Car
June 14: Clean and Green Community Challenge
June 21: Gander Bike Rodeo
June 26: Gander Collegiate Prom
July 1: Canada Day Celebrations
July 3 - 6: Special Olympics NL Summer Games
July 9: Concert in the Park

d. Notable Dates

Due to the Canada Day holiday, garbage collection originally scheduled for July 1st will be moved to Wednesday, July 2nd. Additionally, residents are reminded of upcoming Waste Transfer Station dates on July 12th and August 9th, with operational hours from 8:00 a.m. to 4:00 p.m.; residents are encouraged to arrive earlier in the day to ensure service before closing.

Notable dates and events are available on the Town of Gander website at www.gandercanada.com.

e. Gander Fire/Rescue - Events

The Committee received an update from Gander Fire Rescue (GFR) on recent and upcoming activities.

From May 25–30, the 2025 Fire School was held in Gander, drawing approximately 400 participants from across the province. Council extended thanks to all community partners who contributed to the success of this year's event.

GFR staff attended Firefighting and Vehicle Extrication certification courses and served as instructors and support staff.

On May 31, GFR and Forestry partnered to hold a Wildfire Preparedness Day, providing Fire Smart education materials to residents. A joint wildfire training session with Forestry was scheduled for June 4 in Little Harbour.

The Committee also discussed the upcoming Gander Bike Rodeo, scheduled for June 21 at the Steele Community Centre, which will include an obstacle course, safe biking education, and a bike giveaway.

f. Municipal Enforcement - May Summary

The Committee reviewed the Municipal Enforcement monthly report for May 2025. A total of 42 general service calls were recorded, including fire calls, traffic complaints, public service assistance, animal pick-ups, and property-related concerns. Additionally, 71 citations were issued for various traffic and parking violations, with the majority related to speeding offences. Particular concern was noted regarding speeding in school zones and motorists failing to stop for school buses with lights activated and stop signs extended. Council acknowledged the volume of activity and commended ongoing efforts to enhance community safety and compliance.

g. Festival of Flight

The Festival of Flight is taking place from July 31st to August 4th. Town of Gander is diligently working on the festival schedule. Events will include:

- Support the Troops
- Opening Ceremonies
- Kitchen Party
- Seniors' Tea

Any not for profit groups that are interested in adding an event to the schedule can email ksceviour@gandercanada.com.

The Committee also reviewed a recommendation to offer a \$2,500 cash prize as the top prize for the Festival of Flight button draw. This change will allow the lottery license application process to begin earlier, ensuring compliance with regulatory requirements.

The Committee agreed and efforts will be made to secure a sponsor for the prize.

h. Council Engagement Report

Effective engagement with the community is essential for successful local governance, as it promotes transparency, inclusivity, and collaboration. In line with our commitment to these values, we are excited to share highlights of recent events attended or hosted by Council, meetings with community members, and the ongoing leadership and advocacy efforts led by the Mayor.

Events and Engagements:

Council is actively involved in numerous community events, both hosting and attending. Highlights include:

- May 14: Hosted and attended Central MinEx Conference and Tradeshow
- May 15: Participated in the Special Olympics - 50 days out event
- May 24: Participated in Royal Canadian Sea Cadet Corps - Ardent - Annual Ceremonial Review
- May 30: Participated in the Diocese hosting Synod and brought Greetings for Opening Eucharist
- May 31: Hosted and participated in Wildfire Preparedness Day Event at Gander Fire Rescue
- June 2: Hosted and participated in the Pride Month flag raising ceremony
- June 3: Participated in the Pride Crosswalk Painting
- June 4: Participated in the 537 Gander Royal Canadian Air Cadet Squadron - 74th Annual Ceremonial Review
- June 6: Brought greetings at the Newfoundland and Labrador Women's Institutes- 28th Triennial Convention
- June 7: Brought greetings at the Hockey NL Hall of Fame Induction Ceremony
- June 10: Hosted and participated in the Official Grand Opening of the Gander Soccer Track & Field Facility

- June 10: Participated in Central NL Construction Association General Membership meeting

8. ADMINISTRATION

9. NEW BUSINESS

9.1 2025 Municipal Election

As part of the required preparations for the 2025 Municipal Election, Council is asked to consider two procedural items. These are administrative decisions to ensure the election process proceeds in accordance with legislative requirements.

Resolution: **25-144**

Moved By Councillor Hoffe

Seconded By Deputy Mayor Ford

THAT the nomination period for the 2025 Municipal Election be set for September 2nd, 3rd, and 4th, 2025, in accordance with the Municipal Elections Act.

For (6): Percy Farwell, Mayor, Deputy Mayor Ford, Councillor White, Councillor Handcock, Councillor Pollett, and Councillor Hoffe

Carried (6 to 0)

Resolution: **25-145**

Moved By Councillor Hoffe

Seconded By Councillor White

THAT Council appoint Alexa Oldford as the Alternate Returning Officer for the 2025 Municipal Election.

For (6): Percy Farwell, Mayor, Deputy Mayor Ford, Councillor White, Councillor Handcock, Councillor Pollett, and Councillor Hoffe

Carried (6 to 0)

9.2 Discretionary Use Application - 745D Trans Canada Highway

An application has been received from ANW Construction to operate a quarry at 745D Trans Canada Highway, which is situated in the Rural zone. Mineral Working (quarry) uses are permitted as a discretionary use in this zone. Public notification has been issued in accordance with the Town of Gander Development Regulations, with a deadline for objections set for 12:00 noon on Monday, June 16, 2025.

Resolution: 25-146

Moved By Councillor Hoffe

Seconded By Councillor Handcock

THAT the Town of Gander approve in principle the discretionary use application to operate a quarry on a property situated in the Rural zone, subject to the completion of the public notification period and no representation being received by the advertised deadline.

For (6): Percy Farwell, Mayor, Deputy Mayor Ford, Councillor White, Councillor Handcock, Councillor Pollett, and Councillor Hoffe

Carried (6 to 0)

10. ADJOURNMENT

Mayor Farwell requested a motion of adjournment.

Resolution: **25-147**

Moved By Councillor Handcock

Seconded By Councillor Pollett

THAT the meeting be adjourned at 5:40 P.M.

For (6): Percy Farwell, Mayor, Deputy Mayor Ford, Councillor White, Councillor Handcock, Councillor Pollett, and Councillor Hoffe

Carried (6 to 0)

P. Farwell, Mayor

B. Hefford, Town Clerk

PROCLAMATION RECREATION MONTH

- WHEREAS The Community of _____ recognizes that recreation enhances quality of life, active living and lifelong learning, helps people to live happier and longer, develops creativity, and builds healthy bodies and positive lifestyles; and
- WHEREAS recreation provides opportunities for personal growth and development for people of all abilities and can be especially helpful to people living with disabilities; and
- WHEREAS our parks, open spaces, and trails ensure ecological sustainability, provide space to enjoy nature, help maintain clean air and water, and preserve plant and animal wildlife; and
- WHEREAS recreation is an important contributor to community economic development, which creates jobs, fosters tourism, and makes communities more attractive places in which to live, learn, work and play

Therefore, The Community of _____ does hereby proclaim the month of JUNE to be RECREATION MONTH.

Signed this _____ day of _____, 2025 by:

Name of Community

Mayor/Councillor Signature





Town of Gander Proclamation
Pride Month - June 2025

Whereas: the month of June is recognized across Canada and around the world as Pride Month, a time to celebrate diversity, promote inclusion, and acknowledge the valuable contributions of the 2SLGBTQIA+ community to the social, cultural, and economic life of our town; and

Whereas: Gander continues its tradition of recognizing Pride with local events that promote visibility, education, and inclusion; and

Whereas: It is essential to acknowledge the inherent worth and dignity of every person and to stand against discrimination in all its forms; and

Whereas: Acceptance and support of 2SLGBTQIA+ individuals are foundational to building a strong, inclusive, and compassionate society;

Therefore: I, *Councillor Sheldon Handcock*, on behalf of *the Town Council of Gander*, do hereby proclaim the month of **June 2025 as "Pride Month"** in the Town of Gander.

Councillor Sheldon Handcock

On behalf of the Town Council of Gander



**TOWN OF GANDER
PUBLIC COUNCIL MEETING MINUTES
Wednesday, May 14, 2025, 04:00 PM
Council Chambers**

Council Present: Percy Farwell, Mayor
Bettina Ford, Deputy Mayor
Pat Woodford, Councillor
Sheldon Handcock, Councillor
Tara Pollett, Councillor
Wilson Hoffe, Councillor

Staff Present: Brad Hefford, Chief Administrative Officer/Town Clerk/Director of Governance and Legislative Services
Alexa Oldford, Manager of Governance and Legislative Services
James Blackwood, Director of Planning and Public Works
Jerry Knee, Director of Community Services
Kelly Hiscock, Director of Corporate Services

Regrets: Marcie White, Councillor

1. CALL TO ORDER

The meeting was called to order by Percy Farwell, Mayor at 4:00 P.M.

2. LAND ACKNOWLEDGEMENT

Mayor Farwell delivered the Land Acknowledgement.

3. VISITORS/PRESENTATIONS

Municipal Awareness Week

Mayor Farwell proclaimed May 4–10, 2025, as Municipal Awareness Week. The proclamation highlights the essential role of municipal government in delivering services that enhance quality of life and acknowledges the dedication of Mayors, Councillors, and municipal staff in ensuring effective governance. It also emphasizes the importance of community collaboration and citizen engagement in building active, sustainable, and vibrant communities, while recognizing the

contributions of all who work to improve municipalities.

Presentation to Sydney Hartle

Sydney Hartle is a grade 11 student at Gander Collegiate who is interested in pursuing a career in an engineering or architecture-related field. This past fall, she applied on the Research Inspired Student Enrichment (RISE) awards which is facilitated through the Provincial Department of Industry, Energy, and Technology. These awards are provided to students who demonstrate academic excellence in the STEM fields of science, technology, engineering, and mathematics.

She recently learned that she was selected as one of 20 students from the province to be recognized as a RISE award winner and is only the second Gander student to receive one of these awards. This summer she will attend the University of Toronto's Da Vinci Engineering Enrichment Program (DEEP) and CREATE: Engineering Design Challenges programs studying a variety of topics such as Artificial Intelligence for Recycling sorting, Robotics for Sustainable Economic Growth, Engineering principals used for Prosthetics and Engineering solutions for Better Health.

Council would like to congratulate Sydney on this wonderful accomplishment and provide her with a donation to help with her travels.

4. APPROVAL OF AGENDA

The agenda for the May 14, 2025 Regular Meeting of Council was presented for approval, with the addition of RFP25-04 under New Business.

Resolution No. 25-100

Moved By Councillor Woodford

Seconded By Councillor Pollett

THAT the agenda for the May 14, 2025 Regular Meeting of Council be approved, as presented.

Carried (6 to 0)

5. APPROVAL OF PREVIOUS MINUTES

April 16, 2025 - Regular Minutes

The minutes from the April 16, 2025 Regular Meeting of Council are presented for Approval.

Resolution No. 25-101

Moved By Councillor Handcock

Seconded By Councillor Pollett

THAT the minutes from the April 16, 2025 Regular Meeting of Council are approved, as

presented.

Carried (6 to 0)

6. BUSINESS ARISING FROM PREVIOUS MINUTES

7. STANDING COUNCIL BUSINESS

Correspondence and Action Plans

The Correspondence and Action Plans report was presented by Councillor Handcock.

Wetland Delineation and Classification

The Committee reviewed correspondence from the Provincial Department of Environment and Climate Change regarding a proposed project to delineate wetlands within Gander's municipal boundary through field work and satellite imagery. Given potential implications for current and future development, it was recommended that Council engage a consultant to undertake the work, in coordination with municipal staff and the Provincial department.

Municipal Assessment Agency - Assessment Roll for Tax Roll 2026

The Committee reviewed Municipal Assessment Agency key operational updates and upcoming engagement activities.

The 2026 annual property assessments will be mailed from the Municipal Assessment Agency to property owners on June 2, 2025. These assessments reflect market values as of January 1, 2025. The official assessment roll has been received and will be available for public viewing during normal business hours from June 2, 2025, until the first sitting of the Assessment Review Commission, in accordance with the Municipal Assessment Agency's procedures. Property owners who have questions about their assessment are encouraged to contact the Municipal Assessment Agency at 1-877-777- 2807 or via email at customerservice@maa.ca. The deadline to file a formal appeal of the 2026 assessment is August 1, 2025, and full appeal instructions are included with the assessment notice.

Internal Operations

The Internal Operations report was presented by Councillor Woodford.

Professional Development Achievement

Council is pleased to acknowledge that Kayla White, Manager of Communications, Branding and Partnerships, has earned the Strategy Execution for Public Leadership certificate through Harvard University Business School. The program explored key areas such as strategic planning, project

execution, financial management, leadership, risk mitigation, and strategic communications - equipping public sector leaders to translate vision into results. While Kayla's role has been rooted in communications, Council is encouraged to see staff pursuing professional development that broadens their expertise. Council congratulates Kayla on this achievement and values the insight it brings to the organization.

Monthly Planning and Public Works Report

The Planning Department continues to process a steady volume of applications and permits, including those related to residential development. For the current reporting period, three new single-family dwellings and one unit within a dwelling with an apartment were recorded.

Public Works continues with regular seasonal maintenance, including pothole repairs and water main flushing. Infrastructure and facility projects also remain ongoing. The Town of Gander spring cleanup event is nearing completion, with strong community participation observed.

Regulatory Affairs and Policy

The Regulatory Affairs and Policy report was presented by Councillor Pollett.

Second Reading Policies

Three proposed policies are presented for second reading, each intended to strengthen governance, encourage civic engagement, and recognize community contributions. The Council-Staff Relations Policy establishes clear roles, communication protocols, and expectations for professional conduct between elected officials and municipal staff. The Eithne Daly Junior Firefighter Award Policy introduces a \$1,500 annual scholarship recognizing leadership and service among Junior Firefighters pursuing post-secondary education. The Community Partnership Fund Policy outlines financial support for eligible organizations through operational and capital grants, promoting inclusive and sustainable community initiatives.

Resolution No. 25-102

Moved By Councillor Pollett

Seconded By Councillor Handcock

THAT the Council-Staff Relations Policy (FPC-GLS-002) shall be adopted, as attached.

Carried (6-0)

Resolution No. 25-103

Moved By Councillor Pollett

Seconded By Deputy Mayor Ford

THAT the Eithne Daly Junior Firefighter Award Policy (FPC-FD-001) shall be adopted, as

attached.

Carried (6-0)

Resolution No. 25-104

Moved By Councillor Pollett

Seconded By Councillor Woodford

THAT the Community Partnership Fund Policy (FPC-CMS-001) shall be adopted, as attached hereto and shall replace the existing Community Partnership Policy (R022).

Carried (6-0)

Second Reading By-Laws

Three proposed by-laws are presented for second reading. These by-laws aim to align with provincial legislation while supporting community safety, service delivery, and economic growth. The Control of Hazardous Water Sources By-Law and the Gander Fire/Rescue Operating By-Law, both mandated under the Towns and Local Service Districts Act, address water safety and fire services operations respectively. The Accommodation Tax By-Law proposes a 4% levy on short-term accommodations, effective July 1, 2025, with revenues dedicated to tourism development and related initiatives.

Resolution No. 25-105

Moved By Councillor Pollett

Seconded By Councillor Woodford

THAT the Town of Gander adopt the Control of Hazardous Water Sources By-Law, as attached.

Carried (6-0)

Resolution No. 25-106

Moved By Councillor Pollett

Seconded By Deputy Mayor Ford

THAT the Town of Gander adopt the Gander Fire/Rescue Operating By-Law, as attached.

Carried (6-0)

Resolution No. 25-107

Moved By Councillor Pollett

Seconded By Councillor Handcock

THAT the Town of Gander adopt the Accommodations Tax By-Law, as attached.

Carried (6-0)

28 Waterton Street

Council received a development application for the construction of a four-unit apartment building at 28 Waterton Street, located within a Residential Medium Density zone. As apartment buildings are a discretionary use in this zone, public notice was issued in accordance with the Town's development regulations, with a representation deadline of May 5, 2025. No objections were received.

Resolution No. 25-108

Moved By Councillor Pollett

Seconded By Deputy Mayor Ford

THAT the application to construct a four-unit apartment building at 28 Waterton Street be approved as a discretionary use within the Residential Medium Density zone.

Carried (6-0)

WTP Compressor Replacement

Gander's Water Treatment Plant uses three rotary screw compressors to generate compressed air which is converted to Ozone as the primary disinfectant in the treatment process. In the 2025 budget process Council allocated \$300,000 and subsequently CBCL was engaged to review the air compressor system at the Gander Water Treatment Plant (WTP).

An evaluation of the existing equipment was presented in the CBCL report Gander Water Treatment Plant - Air Compressor Review – Final Report in February 2025. The report indicated that the existing compressors are nearing their expected end of life and evaluated the potential for alternative sources of oxygen supply that could be used to feed the ozone equipment. The report ultimately demonstrated that on-site oxygen generation is substantially more cost effective for the Town, and that the existing air compressors should be replaced with new units with similar capacity but higher efficiency.

Following previous work, the proposal presented the scope and budget for detailed engineering design, tendering and construction phase services for the replacement of the air compressors at the Gander Water Treatment Plant.

The infrastructure is critical to the production of high quality, potable water in the community.

Resolution No. 25-109

Moved By Councillor Pollett

Seconded By Deputy Mayor Ford

THAT CBCL be engaged to immediately start the design and tender process to replace the existing compressors and associated equipment for the quoted price of \$78,159.75, HST inclusive.

Carried (6-0)

131 Memorial Drive - Shed Height Variance

The Committee reviewed a development application for an extension to an accessory building at 131 Memorial Drive. The proposal includes an increase in building height that exceeds the maximum variance Council is permitted to approve under the Urban and Rural Planning Act.

Resolution No. 25-110

Moved By Councillor Pollett

Seconded By Councillor Handcock

THAT the development application for an extension to the accessory building at 131 Memorial Drive be referred back to the applicant, advising that the proposed height variance exceeds Council's authority under the Urban and Rural Planning Act.

Carried (6-0)

Finance

The Finance report was presented by Councillor Handcock.

Property Tax Reductions

The Committee reviewed five (5) applications for residential property tax reductions that met the Council's policy based on income criteria. The total amount to be adjusted is \$5,939.99. Since the beginning of 2025, the Town of Gander has issued 16 property tax reductions totaling \$14,134.71.

Resolution No. 25-111

Moved By Councillor Handcock

Seconded By Councillor Pollett

THAT all five (5) applications for residential property reductions, totaling \$5,939.99 be approved, as attached.

Carried (6-0)

RFP25-03 - Festival of Flight Production, Lighting and Sound Services

Percy Farwell, Mayor, declared a conflict on this item (Mayor Farewell declared potential conflict of interest as a family member occasionally performs paid work for Eastern Audio Limited).

Mayor Farwell left Council Chambers at 4:24 p.m.

The Committee reviewed the results of RFP25-03 for the provision of production, lighting, and sound services for the 2025 Festival of Flight. Two bids were received, with the lowest compliant bid submitted by Eastern Audio Limited in the amount of \$29,900 (HST inclusive).

The Committee recommends awarding the contract to Eastern Audio Limited, noting that the proposal is within the allocated budget.

Resolution No. 25-112

Moved By Councillor Handcock

Seconded By Councillor Pollett

THAT the Town of Gander award the contract for RFP25-03 – 2025 Festival of Flight Production, Lighting and Sound Services – to Eastern Audio Limited in the amount of \$29,900, HST inclusive.

For (5): Deputy Mayor Ford, Councillor Woodford, Councillor Handcock, Councillor Pollett, and Councillor Hoffe

Conflict (1): Percy Farwell, Mayor

Carried (5 to 0)

Mayor Farwell returned to Council Chambers at 4:26 p.m.

Strategy, Growth, and Investments

The Strategy, Growth, and Investments report was presented by Councillor Hoffe.

HAF Application Funding Approval Request - 81 Elizabeth Drive

The Committee reviewed an application submitted under the Housing Accelerator Fund to convert second-floor office space at 81 Elizabeth Drive into residential units. The applicant intends to meet eligibility criteria for multiple incentives, and the proposed project aligns with the goals of the Town's Housing Incentive Program. The Committee recommends allocating \$60,225 in funding, contingent on continued compliance with all program requirements.

Resolution No. 25-113

Moved By Councillor Hoffe

Seconded By Councillor Handcock

THAT \$60,225 in Housing Accelerator Fund (HAF) funding be allocated to the applicant for the proposed residential conversion project at 81 Elizabeth Drive, contingent upon the applicant's continued compliance with all eligibility requirements under the Town of Gander's Housing Incentive Program.

Carried (6-0)

HAF Application Funding Approval Request - 66 Bennett Drive

The Committee reviewed a Housing Accelerator Fund (HAF) application for the development of a secondary suite at 66 Bennett Drive. The project is eligible for multiple incentives under the Town's Housing Incentive Program and has received conditional provincial support. The Committee recommends allocating \$20,078 in funding, subject to continued compliance with HAF requirements.

Resolution No. 25-114

Moved By Councillor Hoffe

Seconded By Councillor Pollett

THAT \$20,078 in Housing Accelerator Fund (HAF) funding be allocated to the applicant for the development of a secondary suite at 66 Bennett Drive, contingent upon the applicant's continued compliance with all eligibility requirements under the Town of Gander's Housing Incentive Program.

Carried (6-0)

Newfoundland and Labrador Health Services Request

The Committee discussed a request from NL Health Services for an individual to act as a settlement contact for an incoming healthcare professional and their family. The Committee recognized the importance of this role in supporting new residents and emphasized the need to ensure the contact person reflects the Town's values of inclusion and respect. Several suitable individuals were suggested, and staff will follow up to provide NL Health Services with a list of potential contacts.

Carr Crescent - Lease Agreement

Council reviewed a proposed Telecommunications Site Agreement with Rogers Communications Inc. for the lease of land at Carr Crescent.

Resolution No. 25-115

Moved By Councillor Hoffe

Seconded By Councillor Pollett

THAT the Town of Gander approve the Telecommunications Site Agreement with Rogers Communications Inc. for the lease of land situated behind the properties at 16- 18 Carr Crescent.

Carried (6-0)

Community Well-Being and Outreach

The Community Well-Being and Outreach report was presented by Deputy Mayor Ford.

Gander Pride: Request for Support

The Committee reviewed a request from the Gander Pride Committee for support of upcoming 2025 Pride events. The request includes use of Cobb's Pond Pavilion and BBQ for the Pride Month Dog Walk on June 1st, sponsorship toward food and supplies for the Pride Week Kickoff BBQ, the provision of event equipment, and confirmation of the Mayor's attendance at the Pride Brunch and Closing Ceremonies on July 27th.

The Committee also confirmed the Town's continued support for the painting of the Pride crosswalk and recognized their positive impact on diversity and inclusion within the community.

Resolution No. 25-116

Moved By Deputy Mayor Ford

Seconded By Councillor Pollett

THAT the Town of Gander approve the Gander Pride Committee's 2025 request as presented, including use of Cobb's Pond Pavilion and BBQ on June 1st, and sponsorship of \$600 for the Pride Week Kickoff BBQ.

Carried (6-0)

Civic Enhancement Proposed Projects

The Committee discussed 2025 civic enhancement initiatives. It was agreed to proceed with the purchase and planting of 25 trees from the existing budget and to explore the inclusion of fruit-bearing trees. The Committee also recommended revisiting the structure and mandate of the Civic Enhancement Committee following the upcoming municipal election.

Name the Snow Plow

The Committee discussed the snowplow naming initiative organized for Municipal Awareness Week. Twelve submissions were received from Gander Elementary, with one entry per class. The

Committee agreed to shortlist three names for a public vote: Snowy and Sunny, Snowblazer, and Iceberg. The winning class will be invited to a future Council meeting for recognition. It was noted that Gander Academy did not participate this year, and the Committee expressed interest in re-engaging them in a future initiative.

Upcoming Events

Town of Gander Upcoming Events for May 15 - June 11, 2025

May 21: Community Wellness Event

May 24: Gigantic Yard Sale

May 31: Canada's Circus Spectacular June 1: Ball Hockey Lab Camp

June 7 - 8: Street Jam Ball Hockey Tournament

Notable Dates

Garbage collection scheduled for the Victoria Day Holiday, May 19th is rescheduled to Wednesday, May 21st.

The next Waste Transfer Station dates will be on June 14th and July 12th from 8 AM to 4 PM. Residents are encouraged to arrive early to ensure enough time for drop-off before closing.

Council would like to remind residents that details of notable dates and events can be viewed on the Town of Gander Website at www.gandercanada.com.

Council Engagement Report

Effective engagement with the community is essential for successful local governance, as it promotes transparency, inclusivity, and collaboration. In line with our commitment to these values, we are excited to share highlights of recent events attended or hosted by Council, meetings with community members, and the ongoing leadership and advocacy efforts led by the Mayor.

Events and Engagements:

Council is actively involved in numerous community events, both hosting and attending.

Highlights include:

April 19: Participated in the Rotary Club Clean-Up event at Cobb's Pond.

April 25: Attended and brought greetings at the U15 Minor Hockey Provincials.

April 30 – May 3: Hosted and attended the Municipalities Newfoundland and Labrador Symposium.

May 1: In recognition of National Volunteer Week, Council presented custom jackets to members of Gander Fire Rescue as a small gesture to honour their service and the pride they take in protecting our town.

May 1: Hosted the Central Region Volunteer Week Reception in partnership with the Community Sector Council NL, welcoming Her Honour The Honourable Joan Marie Aylward, Lieutenant Governor of Newfoundland and Labrador, and His Honour The Honourable Carl R. Thompson.

May 2: Hosted and attended Municipal Equipment Displays at Gander Academy and Gander Elementary for Municipal Awareness Week.

May 3–4: Hosted and attended Geek Fest.

May 7: Hosted and attended the Gander Fire Rescue Open House for Municipal Awareness Week.

May 7–8: Hosted and attended Water and Sewer Facilities Tours for Municipal Awareness Week.

May 8: Hosted a Mock Council Meeting with Gander Elementary for Municipal Awareness Week.

May 8: Attended and brought greetings at the 68th Annual Safety Conference of the Occupational Health & Safety Association.

May 9: Participated in the Sea to Sea for PTSD National Walk Campaign.

May 13–15: Co-hosted and participated in the Central MinEx Conference and Trade Show.

Mayor's Leadership Initiatives:

As the spokesperson for our Council and community, the Mayor is actively involved in various advocacy efforts and projects that aim to foster community growth and address local issues.

Recent initiatives include:

April 24: Deputy Mayor Ford, on behalf of Mayor Farwell, met with a visiting radiologist to discuss Gander's community strengths and healthcare opportunities.

April 28: Welcomed first-year medical students during their Gander community visit.

8. ADMINISTRATION**9. NEW BUSINESS**

New Business was presented by Deputy Mayor Ford.

RFP25-04 - Cobb's Pond Rotary Park Visitor Building and Services

Council received a summary of the sole compliant submission under RFP25-04 for the lease and operation of the Cobb's Pond Rotary Park Visitor Building, submitted by Gander Grow Co. The proposal outlines a community-focused activation plan including weekly markets, event and space rentals, food and beverage services, and seasonal equipment rentals to enhance year-round use of the park. The submission aligns with the Town's objectives of increasing park activation and community service access.

Resolution No. 25-117

Moved By Deputy Mayor Ford

Seconded By Councillor Pollett

THAT council approve, in principle, the award of RFP25-04 for the lease and operation of the Cobb's Pond Rotary Park Visitor Building to Gander Grow Co., the sole and compliant proponent under the public call for proposals.

Carried (6-0)

Resolution No. 25-118

Moved By Deputy Mayor Ford

Seconded By Councillor Handcock

THAT the Mayor and Town Clerk be authorized to enter into a lease agreement with Gander Grow Co. under the general terms and parameters outlined in RFP25-04, subject to any final administrative clarifications deemed necessary by the CAO.

Carried (6-0)

10. ADJOURNMENT

Mayor Farwell adjourned the meeting at 4:47 P.M.

Resolution No. 25-119

Moved By Councillor Woodford

Seconded By Councillor Pollett

THAT the meeting be adjourned at 4:47 P.M.

Carried (6-0)

P. Farwell, Mayor

B. Hefford, Town Clerk

Town of Gander - Tap Water Quality Report - Quarterly

YEAR SEASON	PARAMETER UNITS CDWG	THM'S PPB 100	HAA'S PPB 80	PH READING 6.5 - 8.5	COLOUR TCU 15	NITRATE mg/L 10	IRON mg/L 0.30	LANGELIER INDEX READING	RATING	COMMENTS
2024 - Summer		10.94	26.64	7.71	9	0.16	0.057	-2.22	Excellent	

This report shows the Town of Gander's water quality with reference to the Canadian Drinking Water Guidelines (CDWG) for each parameter.

LTDL: Less than detected limit

THM's: Trihalomethanes

HAA's: Haloacetic acids

Both THM's and HAA's are a type of chlorination disinfection by-product that are formed when the chlorine used to disinfect drinking water reacts with naturally organic matter in water.

A Water Quality Index (WQI) is a means by which water quality data is summarized for reporting to the public in a consistent manner. It is similar to the UV index or an air quality index, and it tells us, in simple terms, what the quality of drinking water is from a drinking water supply.

Excellent: (WQI Value 95-100) - Water quality is protected with a virtual absence of impairment; conditions are very close to pristine levels. These index values can only be obtained if all measurements meet recommended guidelines virtually all of the time.

Very Good: (WQI Value 89-94) - Water quality is protected with a slight presence of impairment; conditions are close to pristine levels.

Good: (WQI Value 80-88) - Water quality is protected with only a minor degree of impairment; conditions rarely depart from desirable levels.

Fair: (WQI Value 65-79) - Water quality is usually protected but occasionally impaired; conditions sometimes depart from desirable levels.

Marginal: (WQI Value 45-64) - Water quality is frequently impaired; conditions often depart from desirable levels.

Poor: (WQI Value 0-44) - Water quality is almost always impaired; conditions usually depart from desirable levels.

A detailed report of the Town of Gander's Tap Water analysis results may be viewed on the Department of Municipal Affairs and Environment website:

<https://maps.gov.nl.ca/water/>

Town of Gander - Wastewater Effluent Quality Report - Quarterly

YEAR Quarter	PARAMETER UNITS WSER	TSS mg/L < 25	CBOD mg/L < 25	UN-IONIZED AMMOINIA mg/L < 1.25	ACUTE LETHALITY Pass/Fail	COMMENTS
2024 - 4th Quarter		9.9	6.7	0.05	not required	

Comments:

This report shows the Town of Gander's wastewater effluent quality with reference to the Wastewater Systems Effluent Regulations (WSER) for each parameter, including toxicology testing on freshwater trout.

TSS: Total Suspended Solids.

CBOD: Carbonaceous biochemical oxygen demand.

Both TSS and CBOD require an average less than, or equal to, 25 mg/L to meet Federal Guidelines.

UN-IONIZED AMMONIA: require an average less than, or equal to, 1.25 mg/L to meet Federal Guidelines

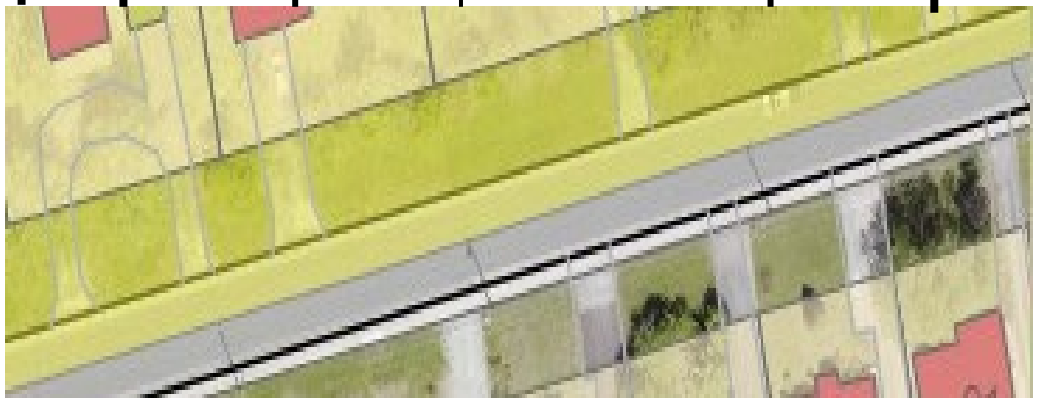
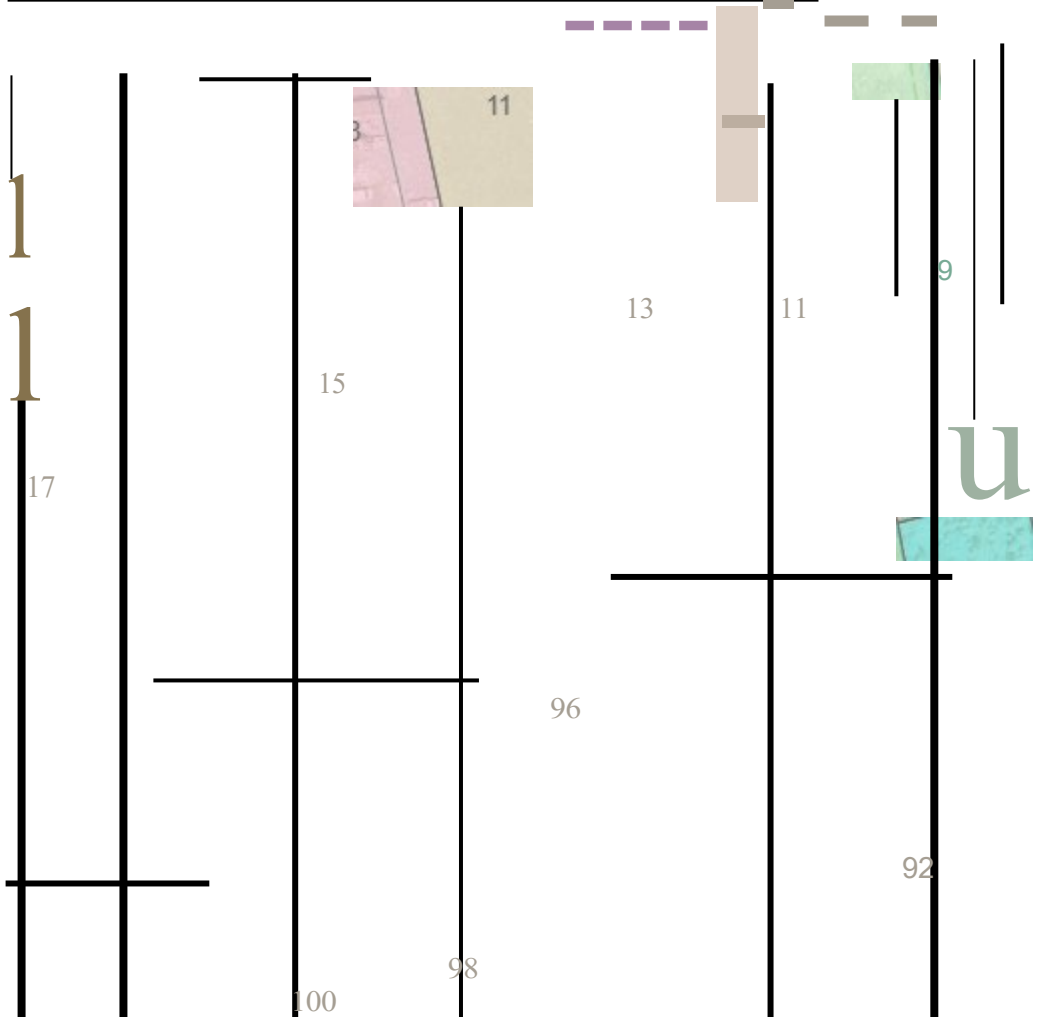
ALT: Acute Lethal Testing.

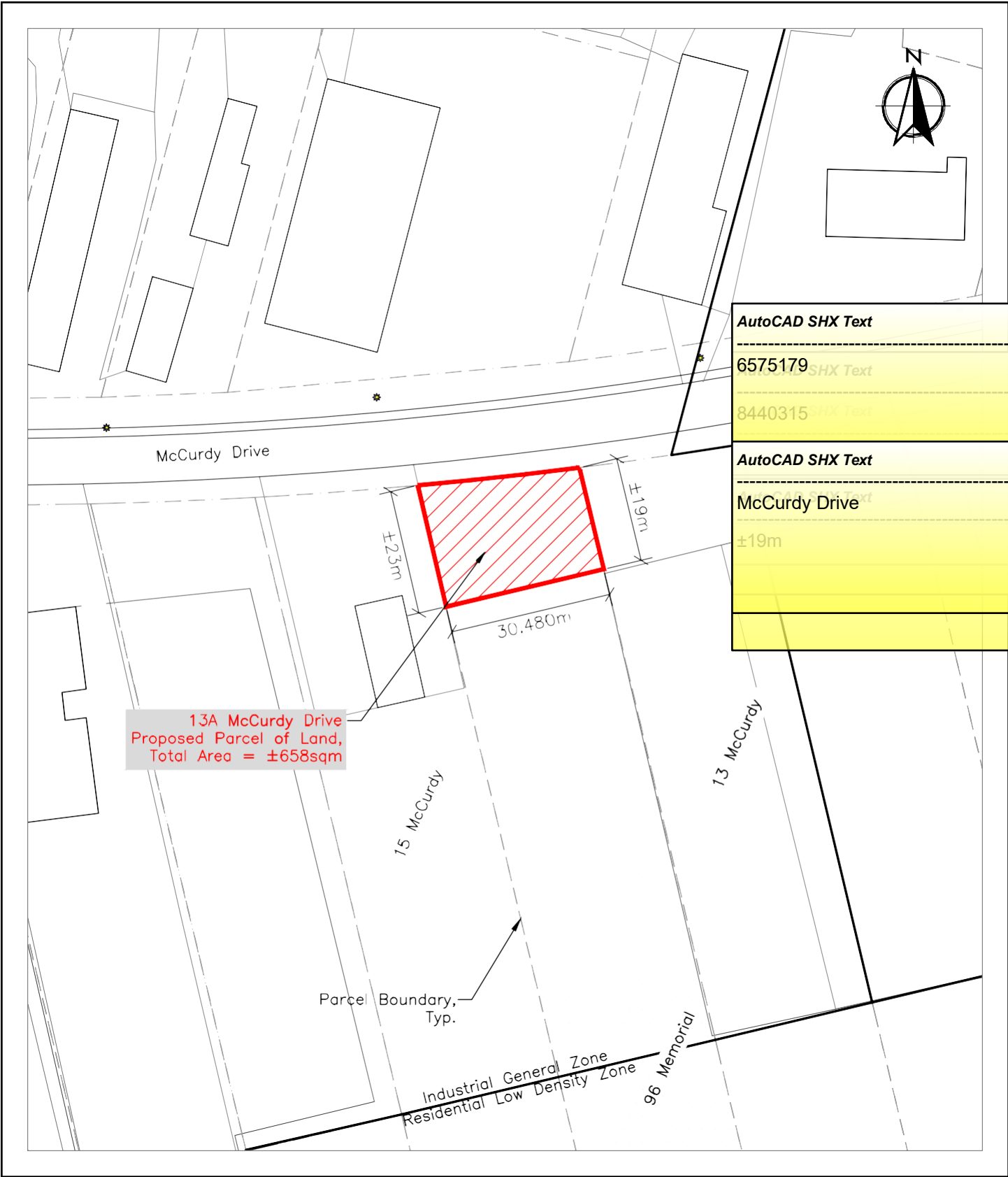
Acute Lethality: In relation to effluent, means that the effluent at 100% concentration kills, during a 96 hour period, more than 50% of the rainbow trout subjected to it.

Requires quarterly testing and will be reduced to annual testing when four consecutive submissions meet guidelines.

Reference Method EPS 1/RM/13 means the *Biological Test Method: Reference Method for Determining Acute Lethality of Effluents to Rainbow Trout* (EPS 1/RM/13 Second Edition), December 2000 with May 2007 amendments, published by the Department of the Environment, as ammended from time to time.

The Town of Gander submits wastewater samples to an accredited lab on a bi-weekly basis. Federal Government requires effluent reporting quarterly and submitted to the online Effluent Regulatory Reporting Information System.





AutoCAD SHX Text
6575179
8440315
AutoCAD SHX Text
McCurdy Drive
±19m

13A McCurdy Drive
Proposed Parcel of Land,
Total Area = ±658sqm

Drawing title:
13A McCurdy Drive—
Proposed Parcel of Land

Drawn By:
S. Blundon

Scale:
1 : 1000

Date:
May 28, 2025

Drawing Number:
25-1050



REQUEST FOR BID/QUOTE FORM

Department: Corporate Services

Submitted By: Suzanne White

Date Submitted: May 13th, 2025

Reference #: Standing Offer SO25-01

BID DETAILS

Project Title: Electrical Maintenance 2025-2027

Prepared By: Suzanne White

Bid Closing Date: May 12th, 2025

Account Number: Various

Preferred Bidder: Powell's Electrical Ltd

Bid Price \$ 75.75 per hour hst Incl. \$114.89/ for Bucket Use.

Price Net of H.S.T. Rebate \$ 68.46

AMOUNT BUDGETED FOR ITEM

Total Project Cost: \$

Amount Budgeted: \$

Over Budget Amount: \$

Under Budget Amount: \$

BIDS RECEIVED

BIDDER

- 1) Powell's Electrical
- 2)
- 3)
- 4)
- 5)

BID AMOUNT (*Tax Inclusive*)

- 1) \$75.75/hr Electrical \$114.89/for Bucket Service
- 2)
- 3)
- 4)
- 5)

REVIEW AND APPROVAL

Bid Deposit Received: Yes No **IN/A**

Item Budgeted: Yes No

Bids referred to the following departments for review and approval: Yes No

Department: Planning and Public Works

MANAGEMENT REVIEW

Interdepartmental Consultation:

Management Recommendation to Council

Met our Specifications as per the Standing Offer - Recommend award to Powell's Electrical Ltd.

CAO Sign-off: Yes No

Post Council Action Item (specify which department):



PROPERTY TAX REDUCTION APPROVAL FORM

Department: Corporate
 Submitted By: Tonya Byrne
 Date Submitted: June 11, 2025

ELIGIBILITY VERIFICATION

- Applicants are the registered owners of the residential property.
- Total household income verified based on supporting documents.
- Reduction applies to the current tax year based on the previous year's income.
- Estimated household income for the current year has been provided.

Property Tax Reductions				
- Residential -				
Year 2025				
Roll Number	2025 Property Tax	% of Reduction	Amount of Reduction	Revised 2025 Taxes
042010140000	\$ 1903.56	55	\$ 1046.96	\$ 883.60
033510110000	\$ 1997.04	55	\$ 1098.37	\$ 898.67
034000240000	\$ 2112.56	15	\$ 316.88	\$ 1795.68
027500230000	\$ 1962.08	55	\$ 1079.14	\$ 882.94
031000050000	\$ 886.68	15	\$ 133.00	\$ 753.68
	\$		\$	\$
	\$		\$	\$
	\$		\$	\$
	\$		\$	\$
	\$		\$	\$

MINUTE

The Committee reviewed 5 application(s) for residential property tax reduction that met the Council's policy based on income criteria. The total amount to be adjusted is \$3,674.35. Since the beginning of 2025, the Town of Gander has issued 21 property tax reductions totaling \$17,809.06, as attached.

MOTION

The Committee recommends, and I move, that the property tax reduction(s) be approved as presented.

REVIEW AND APPROVAL

Does the CAO Recommend Approval?
 Approved for Inclusion in Agenda?
 Comments (if any)

Yes No
 Yes No



REQUEST FOR BID/QUOTE FORM

Department: Corporate Services

Submitted By: Suzanne White

Date Submitted: May 26th, 2025

Reference #: RFQ25-16

BID DETAILS

Project Title: Bristol Lift Station Upgrades

Prepared By: Suzanne White

Bid Closing Date: May 22nd, 2025

Account Number: 00-420-5500-8100

Preferred Bidder: H & R Enterprises Ltd

Bid Price \$ \$55,775.00

Price Net of H.S.T. Rebate \$ 50,578.71

AMOUNT BUDGETED FOR ITEM

Total Project Cost: \$ 55,775.00

Amount Budgeted: \$ 35,000.00

Over Budget Amount: \$ 15,578.71

Under Budget Amount: \$

BIDS RECEIVED

BIDDER

- 1) H & R Enterprises Ltd.
- 2) Non -Compliant Rodco Mechanical (2014) Ltd
- 3)
- 4)
- 5)

BID AMOUNT (*Tax Inclusive*)

- 1) 55,775.00
- 2) \$55,775.00 (Bid sent past the deadline sent at 2:22)
- 3)
- 4)
- 5)

REVIEW AND APPROVAL

Bid Deposit Received: Yes No **IN/A**

Item Budgeted: Yes No

Bids referred to the following departments for review and approval: Yes No

Department: Planning and Public Works

MANAGEMENT REVIEW

Interdepartmental Consultation:

Management Recommendation to Council

The Specifications were met and Department recommended award to H & R Enterprises Ltd.

CAO Sign-off: Yes No

Post Council Action Item (specify which department):

**TOWN OF GANDER
COLLECTION REPORT**

(as of December 31st)

TYPE OF TAX	2024			2023			2022			2021		
	INVOICED	O/S	RATE	INVOICED	O/S	RATE	INVOICED	O/S	RATE	INVOICED	O/S	RATE
CURRENT YEAR												
Property - Residential & W/S	\$ 10,605,444.43	\$ 272,812.98	97.43%	\$ 10,058,327.61	\$ 226,903.03	97.74%	\$ 9,594,578.66	\$ 183,970.07	98.08%	\$ 8,887,640.21	\$ 137,730.11	98.45%
Property - Commercial & W/S	\$ 4,982,867.06	\$ 179,962.28	96.39%	\$ 4,801,476.54	\$ 383,467.81	92.01%	\$ 4,513,607.95	\$ 140,875.14	96.88%	\$ 4,317,641.79	\$ 47,286.14	98.90%
Property & W/S - Total	\$ 15,588,311.49	\$ 452,775.26	97.10%	\$ 14,859,804.15	\$ 610,370.84	95.89%	\$ 14,108,186.61	\$ 324,845.21	97.70%	\$ 13,205,282.00	\$ 185,016.25	98.60%
Business	\$ 3,905,325.05	\$ 74,576.46	98.09%	\$ 3,743,134.94	\$ 150,936.15	95.97%	\$ 3,441,577.48	\$ 75,204.57	97.81%	\$ 3,188,395.50	\$ 55,080.43	98.27%
Credits/Prepayments on Account		-\$ 77,526.00			-\$ 62,833.65			-\$ 75,859.08			-\$ 41,865.76	
Miscellaneous		\$ 120,851.72			\$ 61,831.27			\$ 89,475.33			\$ 57,046.96	
Other - Total		\$ 117,902.18			\$ 149,933.77			\$ 88,820.82			\$ 70,261.63	
Sub - Total		\$ 570,677.44			\$ 760,304.61			\$ 413,666.03			\$ 255,277.88	
PRIOR YEARS										O/S START OF YEAR (Less Write Offs)	O/S END OF PERIOD	RATE
Property - Residential & W/S	\$ 265,760.98	\$ 54,944.17	79.33%	\$ 218,661.14	\$ 35,624.19	83.71%	\$ 167,544.36	\$ 31,911.99	80.95%	\$ 220,064.96	\$ 27,228.61	87.63%
Property - Commercial & W/S	\$ 434,214.45	\$ 40,122.31	90.76%	\$ 683,315.15	\$ 47,513.45	93.05%	\$ 548,638.45	\$ 516,016.55	5.95%	\$ 577,707.47	\$ 472,032.71	18.29%
Property & W/S - Total	\$ 699,975.43	\$ 95,066.48	86.42%	\$ 901,976.29	\$ 83,137.64	90.78%	\$ 716,182.81	\$ 547,928.54	23.49%	\$ 797,772.43	\$ 499,261.32	37.42%
Business	\$ 181,830.31	\$ 32,443.82	82.16%	\$ 496,620.29	\$ 28,814.88	94.20%	\$ 454,743.90	\$ 400,975.32	11.82%	\$ 428,194.55	\$ 375,530.75	12.30%
Miscellaneous		\$ 222,875.92			\$ 225,081.11			\$ 203,776.09			\$ 361,069.99	
PILT		\$ 0.00			\$ 0.00			\$ 309,619.98			\$ 309,619.98	
Current Yr Interest on large Accts		\$ 9,901.61			\$ 8,546.23			\$ 49,642.94			\$ 56,037.96	
Other - Total		\$ 265,221.35			\$ 262,442.22			\$ 964,014.33			\$ 1,102,258.68	
Sub - Total		\$ 360,287.83			\$ 345,579.86			\$ 1,511,942.87			\$ 1,601,520.00	
TOTAL		\$ 930,965.27			\$ 1,105,884.47			\$ 1,925,608.90			\$ 1,856,797.88	

TOWN OF GANDER-2025 STREET UPGRADES

Part A - Memorial Drive East	Grand Total=	\$527,103.32
Part B -Airport Boulevard	Grand Total=	\$532,318.79
Part C - Rowsell Boulevard	Grand Total=	\$96,782.22
COMBINED GRAND TOTAL=		\$1,156,204.33

Schedule of Quantities and Prices - Estimated Average unit prices

TOWN OF GANDER - Memorial East Street

The quantities set out in this schedule are estimated quantities only and are not to be taken as final quantities by the Contractor. The unit prices bid shall include all labour, plant, materials, overhead, duties, and profit and all other obligations and liabilities under the contract. Do not include taxes in unit or lump sum prices, taxes due to be added on the last page of this schedule as indicated on the bottom. Totals shall be determined by multiplying the quantity by the tendered unit price.

SECTION	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
1010	Mobilization & Demobilization 5% of Total (not greater than 5% if on the Island or 10% if in Labrador, or 15% north of Cartwright of item as. "Sub-total" on last page)	L.S.	unit	\$21,826.22	\$21,826.22
1570	Traffic Regulations				
	Flagpersons Wages	Hour	180	\$29.09	\$5,236.20
	Traffic Control	L.S	Unit	\$2,500.00	\$2,500.00
1580	Projects Signs & Sign Posts & Installation Project Signs (Drawing 04010 or Infrastructure Project Sign))	L.S.	Unit	\$1,412.81	\$1,412.81
2070	Sitework, Demolition & Removal of Structures				
	Removal of Asphalt Pavement (up to 110mm thick)	m2	2432	\$10.79	\$26,241.28
	Removal of Storm Sewers	m	24	\$34.02	\$816.48
	Removal of Sign Post	Each	2	\$200.00	\$400.00
2224	Roadway Excavation, Embankment & Compaction				
	1. Mass Excavation and Backfill				
	1. Common	m3	2014	\$23.18	\$46,684.52
	2. Imported Backfill				
	1. Rock (100mm minus)	m3	1239	\$45.87	\$56,832.93
2233	Selected Granular Base & Sub Base Materials				
	1. Class "A"				
	a. Granular Base	m3	310	\$58.75	\$18,212.50
	c. Shouldering	m3	42	\$44.00	\$1,848.00
	2. Class "B" Granular Sub-base	m3	464	\$57.85	\$26,842.40
2250	Calcium Chloride				
	Calcium Chloride	tonne		\$1,831.06	\$1,831.06
2270	Rip-Rap Protection				
	Rip-Rap Hand Laid With Sod	m3	2	\$175.00	\$350.00
2434	Pipe Culverts				
	Supply & Placement of Pipe Culvert				
	1. 375mm dia HOPE	m	20	\$215.00	\$4,300.00
2481	Channel Excavation, Cleaning & Deepening				
	Cleaning & Deepening of Existing Channels	m	450	\$20.00	\$9,000.00

2528 Concrete Walk, Curb & Gutters

1. Curb & Gutter	m	54	\$103.33	\$5,579.82
2. Concrete Walks				
a. (1500mm width)(150mm thickness)	m	54	\$168.74	\$9,111.96

2547 Asphalt Tack Coat
Supply & Placement of Asphalt Tack Coat

m2	17	\$2.35	\$39.95
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2552 Hot Mix Asphalt Concrete Paving

1. Asphaltic Concrete				
1. Base Course (thickness)				
b. 50mm Thick	tonnes	339	\$300.00	\$101,700.00
2. Surface Course with anti-stripping (thickness)				
b. 50mm Thick	tonnes	341	\$300.00	\$102,300.00

2574 Reshaping & Patching Asphalt Pavement

Patching of Driveway Asphalt Pavement (<100m2)	m2	182	\$80.70	\$14,687.40
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2575 Cold Planing

m2	17	\$14.54	\$247.18
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2713 Water Mains

Adjust existing valve boxes to grade	ea		\$350.00	\$350.00
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TOTAL not including Mob & Demob **\$436,524.49**

a. Sub-Total	\$458,350.71
a. Engineering Fees	
a. Contingencies	
a. Total	\$458,350.71
b. H.S.T. 15.0%	\$68,752.61
c. Grand Total (carry forward to page 1 of Tender Form)	\$527,103.32

ESTIMATED PROJECT COST

Schedule of Quantities and Prices - Estimated Average unit prices

TOWN OF GANDER - Rowsell Boulevard

The quantities set out in this schedule are estimated quantities only and are not to be taken as final quantities by the Contractor. The unit prices bid shall include all labour, plant, materials, overhead, duties, and profit and all other obligations and liabilities under the contract. Do not include taxes in unit or lump sum prices, taxes due to be added on the last page of this schedule as indicated on the bottom. Totals shall be determined by multiplying the quantity by the tendered unit price.

SECTION	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
1010	Mobilization & Demobilization 5% of Total (not greater than 5% if on the Island or 10% if in Labrador, or 15% north of Cartwright of item as. "Sub-total" on last page)	L.S.	unit	\$4,007.55	\$4,007.55
1570	Traffic Regulations				
	Flagpersons Wages	Hour	72	\$29.09	\$2,094.48
	Traffic Control	L.S.	Unit	\$2,500.00	\$2,500.00
2547	Asphalt Tack Coat Supply & Placement of Asphalt Tack Coat	m,	1302	\$2.35	\$3,059.70
2552	Hot Mix Asphalt Concrete Paving				
	1. Asphaltic Concrete				
	1. Surface Course with anti-stripping (thickness)				
	a. 50mm Thick	tonnes	169	\$300.00	\$50,700.00
	2. Levelling Course	tonnes	34	\$300.00	\$10,200.00
2575	Cold Planing	m2	649	\$14.54	\$9,436.46
2601	Manholes, Catch Basins Valves Chambers				
	Adjustment of Manhole/Catch Basin Frame/Cover	ea	3	\$720.09	\$2,160.27
				TOTAL not including Mob & Demob	\$80,150.91
				a. Sub-Total	\$84,158.46
				a. Engineering Fees	
				a. Contengencies	
				a. Total	\$84,158.46
				b. H.S.T. 15% of a.	\$12,623.77
				c. Grand Total	\$96,782.22

INFRASTRUCTURE UPGRADING 2024

CONTRACT #2

STREET RESURFACING

25-302



TITLE SHEET

- 25-302-1 MEMORIAL DRIVE EAST REMOVAL**
(Sta. 0+058.7 to Sta. 0+375.2)
- 25-302-2 MEMORIAL DRIVE EAST CONSTRUCTION**
(Sta. 0+058.7 to Sta. 0+221.6)
- 25-302-3 MEMORIAL DRIVE EAST CONSTRUCTION**
(Sta. 0+198.5 to Sta. 0+375.2)
- 25-302-4 MEMORIAL DRIVE EAST CONSTRUCTION**
MISCELLANEOUS DETAILS
- 25-302-5 AIRPORT BOULEVARD**
REMOVAL AND CONSTRUCTION
(Sta. 0+986.7 to Sta. 1+192.5)
- 25-302-6 ROWSELL BOULEVARD**
REMOVAL AND CONSTRUCTION
(Sta. 0+938.2 to Sta. 1+067.8)

TOWN OF GANDER
Department of Engineering
100 Elizabeth Drive, Gander, NL A1V 1G7

PLEASE NOTE: THESE PROJECT DOCUMENTS HAVE BEEN PREPARED FOR USE WITH, AND REQUIRE BEING READ IN CONJUNCTION WITH THE *STANDARDSPECIFICATIONFORMUNICIPALSERVICES* AS PUBLISHED BY THE PROVINCE OF NEWFOUNDLAND & LABRADOR, DEPARTMENT OF MUNICIPAL AFFAIRS AND ENVIRONMENT

Town of Gander Tender #:
OC-24-08??

NOTES

1. Unless otherwise noted, all dimensions are in meters.
2. All roadway asphalt within the limits of construction is to be removed.
3. Contractor will be required to provide class "A" ramps, as required, immediately upon completion of removals.
4. Limits of removal indicated for landscaping and driveway asphalt are approximate only. Exact limit to be determined in the field based on drainage and slope considerations.
5. Road sign definition, RS—road sign, SS—stop sign.

—LEGEND—

- Existing Watermain
- Existing Storm Sewer

LEGEND — TO BE REMOVED

- Existing Ditch
- Remove Asphalt
- Asphalt Milling
- Driveway Asphalt

No.	Date	Revision	By
C.	05/21/25	Issued for Re-lender	TN
B.	07/09/24	Issued for Tender	TN
A.	06/19/24	Issued for Approval	TN



Town of Gander
 Department of Engineering
 100 Elizabeth Dr. Gander, NL A1V 1G7
 Telephone: (709) 651-5915 Fax: (709) 256-5809

Project:
**Infrastructure Upgrading 2025
 Street Replacement
 Part A**

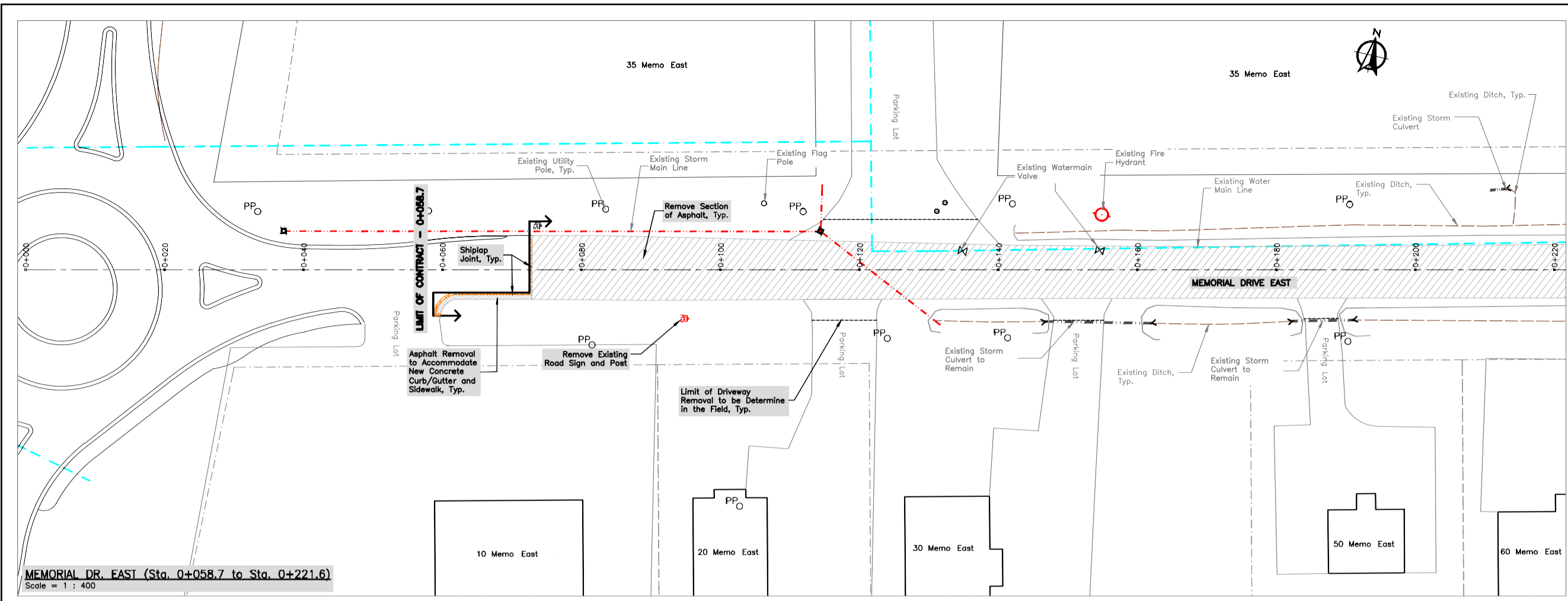
Drawing Title:
**Memorial Drive East
 Removal
 (Sta. 0+058.7 to Sta. 0+375.2)**

Drawn By: **T. Noseworthy** Scale: **1 : 300**

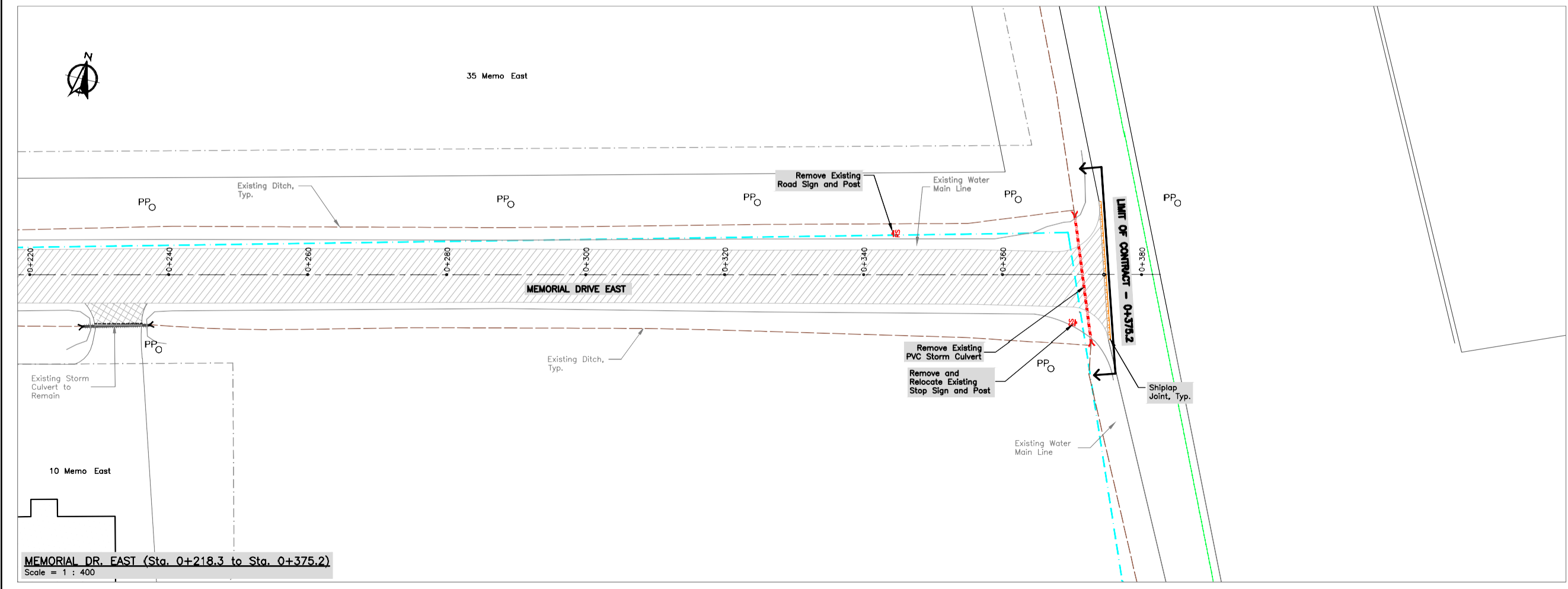
Date: **May 20, 2025** Sheet Number: **1 of 6**

Date Plotted: **May 20, 2025** Checked By: **J. Newman** Initials: **JN**

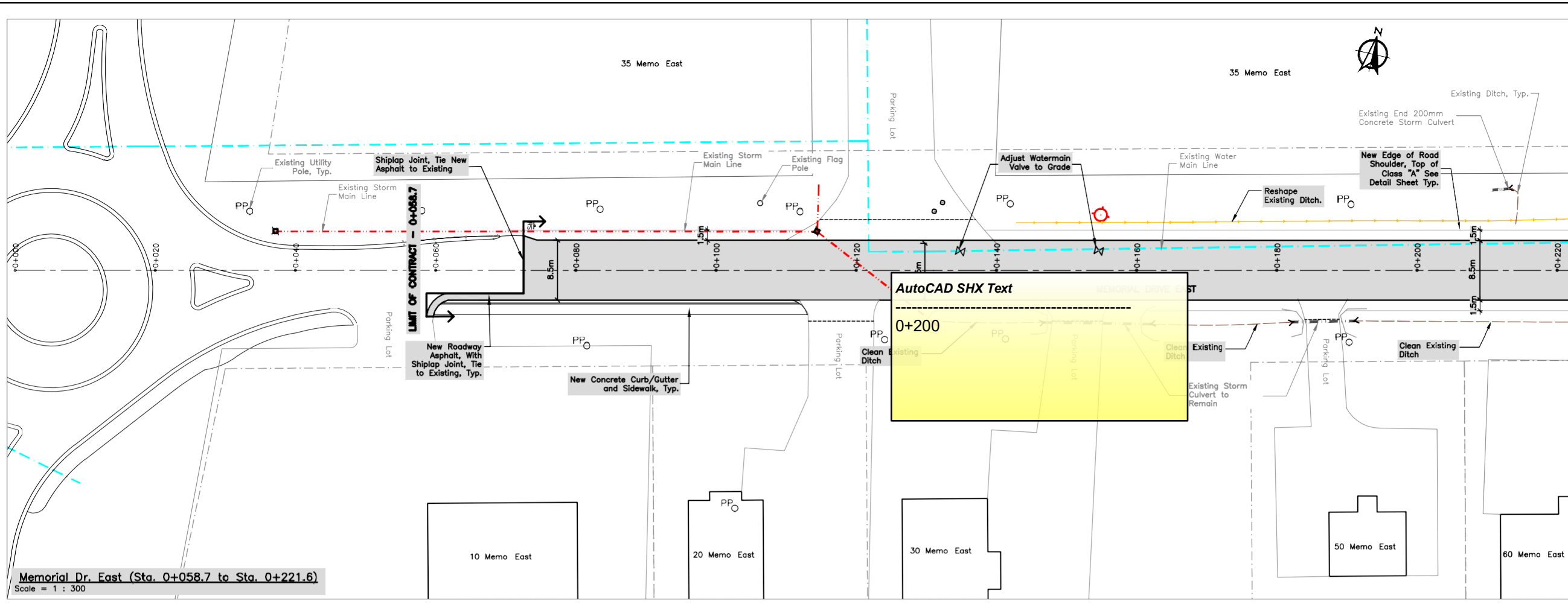
Drawing Number: **25-302-1** Rev. No. **R1**



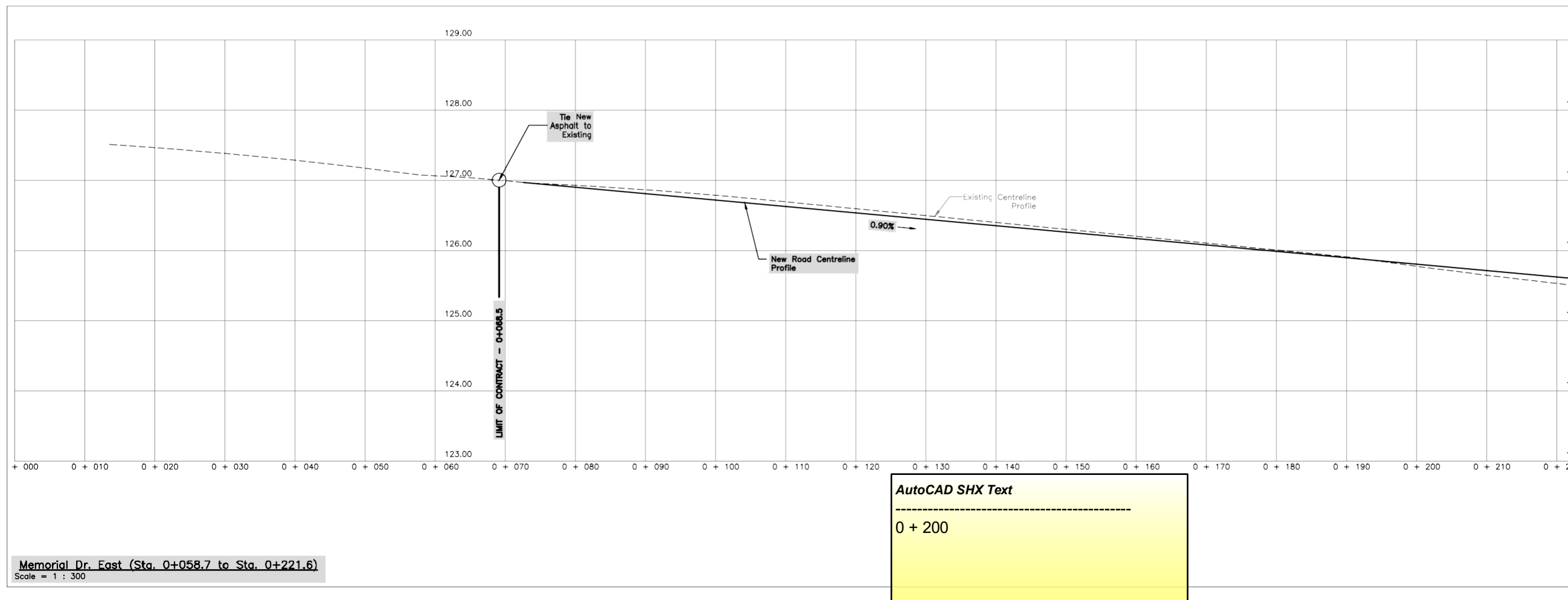
MEMORIAL DR. EAST (Sta. 0+058.7 to Sta. 0+221.6)
 Scale = 1 : 400



MEMORIAL DR. EAST (Sta. 0+218.3 to Sta. 0+375.2)
 Scale = 1 : 400



Memorial Dr. East (Sta. 0+058.7 to Sta. 0+221.6)
Scale = 1 : 300



Memorial Dr. East (Sta. 0+058.7 to Sta. 0+221.6)
Scale = 1 : 300

NOTES

1. Unless otherwise noted, all dimensions are in meters.
2. Base coarse asphalt to be placed at a compacted thickness of 50mm in the areas noted.
3. Surface coarse asphalt to be placed at a compacted thickness of 50mm over the entire surface of the roadway to the limits of construction.
4. Tie new sidewalk into existing landscaping. Achieve positive grade for surface water drainage. Exact limits to be determined by the on-site representative.
5. Tie all asphalt driveways to new asphalt roadway.
6. Tie new road shoulder to existing parking lot entrances.
7. All asphalt and sod excavated to be reinstated as per design, or to its original condition.
8. Road sign definition, SS-stop sign.

—LEGEND—

- Existing Watermain
- Existing Storm Sewer

—LEGEND—
NEW CONSTRUCTION

- Curb and Gutter
- Concrete Sidewalk
- Base Coarse Asphalt
- Roadway Asphalt Patch
- Driveway Asphalt Patch
- Grass Landscaping Area
- Roadway Asphalt

No.	Date	Revision	By
C.	05/21/25	Issued for Re-Tender	TN
B.	07/09/24	Issued for Tender	TN
A.	06/19/24	Issued for Approval	TN



Town of Gander
Department of Engineering
100 Elizabeth Dr. Gander, NL A1V 1G7
Telephone: (709) 651-5915 Fax: (709) 256-5809

Project:
Infrastructure Upgrading 2025
Street Replacement
Part A

Drawing Title:
Memorial Drive East
Construction
(Sta. 0+058.7 to Sta. 0+221.6)

Drawn By:
T. Noseworthy

Scale:
1 : 300

Date:
May 20, 2025

Sheet Number:
2 of 6

Date Plotted:
May 20, 2025

Checked By:
J. Newman

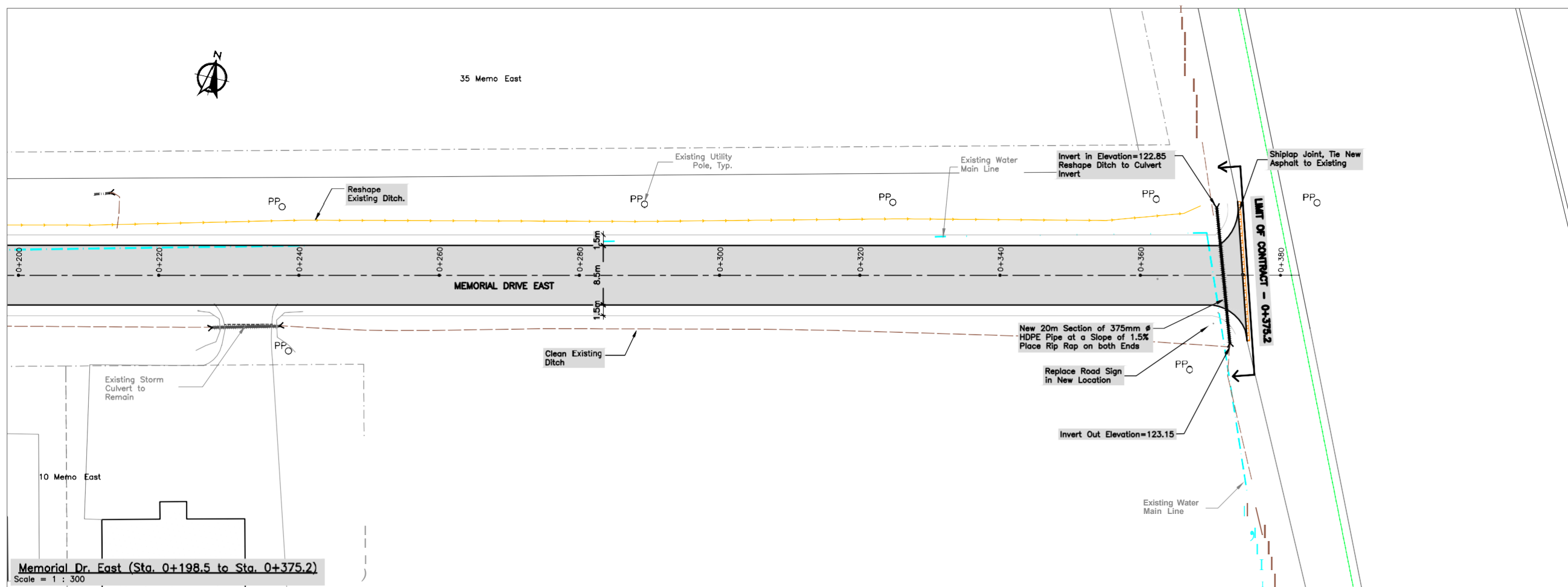
Initial:

Drawing Number:
25-302-2

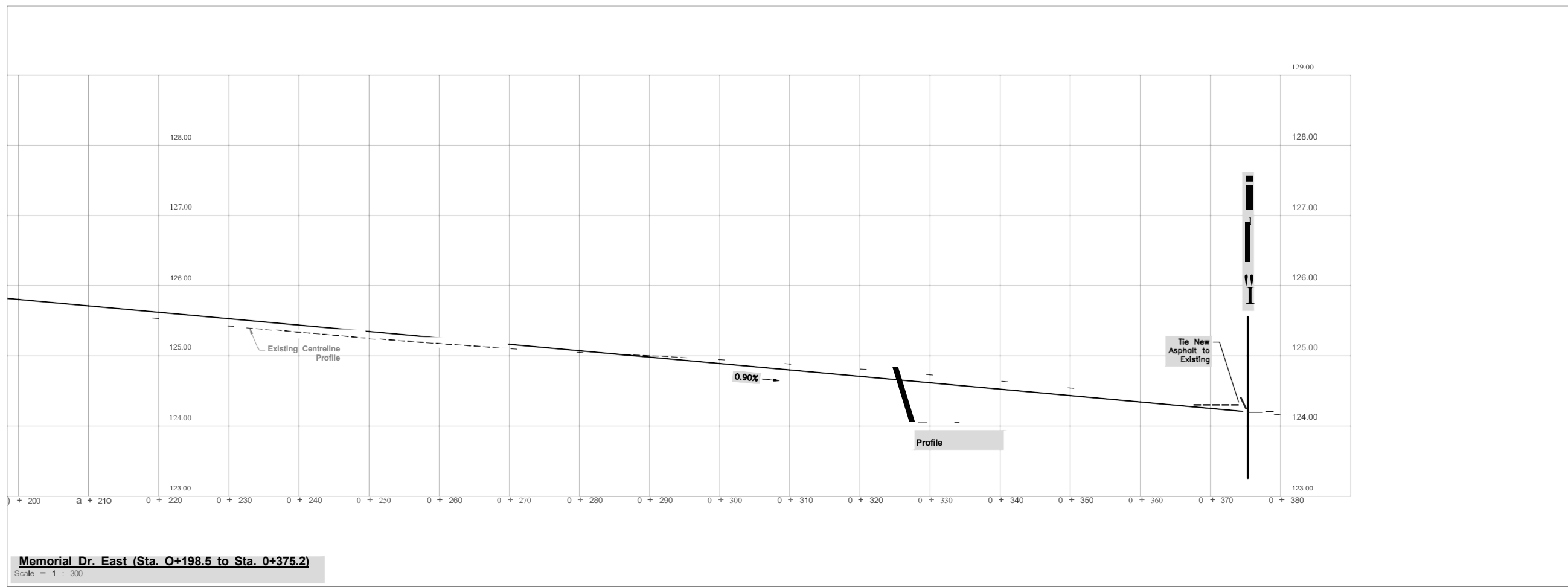
Rev. No.
R1

NOTES

1. SEE SHEET 2 FOR GENER. CONSTRUCTION NOIS.



Memorial Dr. East (Sta. 0+198.5 to Sta. 0+375.2)
Scale = 1 : 300



Memorial Dr. East (Sta. 0+198.5 to Sta. 0+375.2)
Scale = 1 : 300

No	Date	Revision	By
C	05/21/25	Issued for Re-Tender	TN
B	07/09/24	Issued for Tender	TN
A	06/19/24	Issued for Approval	TN



Town of Gander
Department of Engineering
100 Elizabeth Dr. Gander, NL A1V 1G7
Telephone: (709) 651-5915 Fax: (709) 256-5809

Project:
**Infrastructure Upgrading 2025
Street Replacement
Part A**

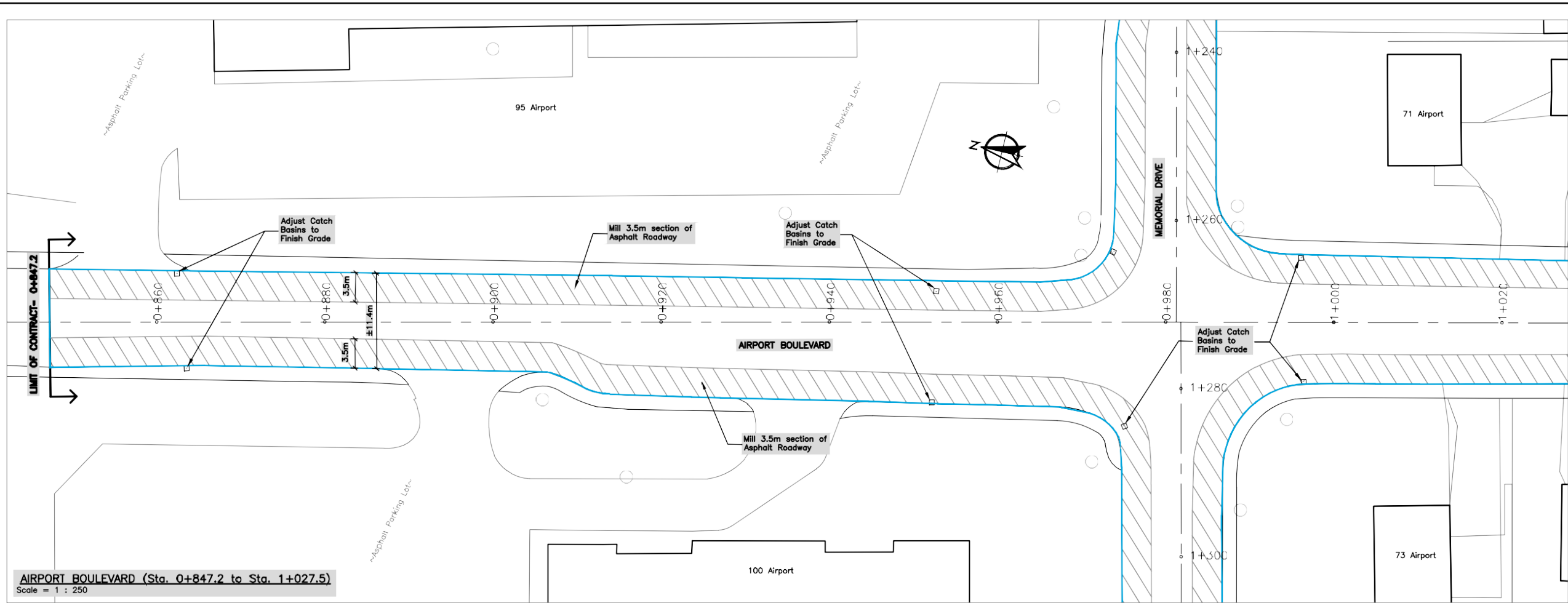
Drawing Title:
**Memorial Drive East
Construction
(Sta. 0+198.5 to Sta. 0+375.2)**

Drawn By: **T. Noseworthy** Scale: **300**

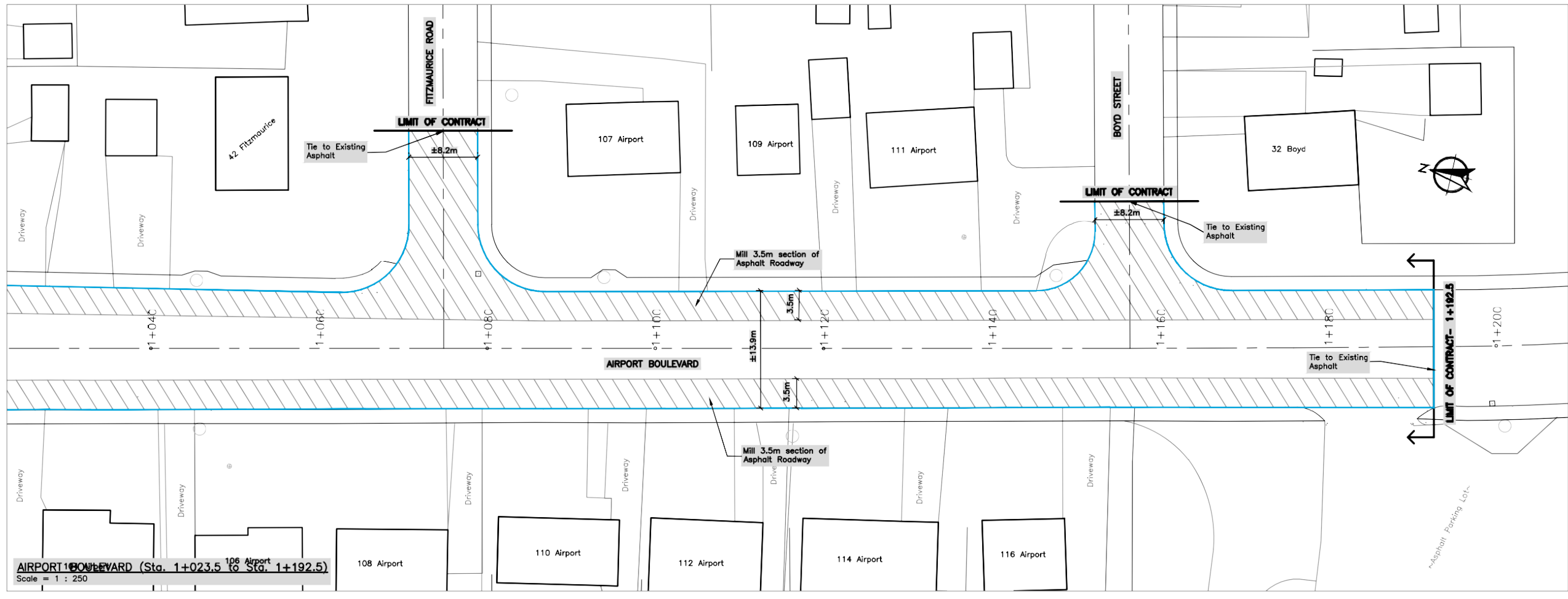
Date: **May 20, 2025** Sheet Number: **3 of 6**

Date Plotted: **May 20, 2025** Checked By: **J. Newman** Initials: **JN**

Drawing Number: **25-302-3** IR/Rt



AIRPORT BOULEVARD (Sta. 0+847.2 to Sta. 1+027.5)
Scale = 1 : 250



AIRPORT BOULEVARD (Sta. 1+023.5 to Sta. 1+192.5)
Scale = 1 : 250

NOTES

REMOVAL

1. Unless otherwise noted, all dimensions are in meters.
2. Areas as specified in the field by the resident engineer shall be milled to obtain a constant profile. Milled areas indicated may require adjustment.
3. In areas where rutting is below the level of milling or where additional crown is required, leveling course asphalt is to be placed and compacted prior to surface course asphalt.
4. Adjust manhole/catch basin frame/cover/grate's as required.

LEGEND - TO BE REMOVED

50mm Cold Milling

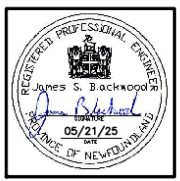
CONSTRUCTION

1. Surface course asphalt to be placed at a compacted thickness of 50mm to the limits indicated on the drawing.

LEGEND - NEW CONSTRUCTION

Limit of New 50mm Surface Course Asphalt

No.	Date	Revision	By
B.	05/21/25	Issued for Approval	TN
B.	07/09/24	Issued for Tender	TN
A.	06/19/24	Issued for Approval	TN



Town of Gander
Department of Engineering
100 Elizabeth Dr. Gander, NL A1V 1G7
Telephone: (709) 651-5915 Fax: (709) 256-5809

Project:
Infrastructure Upgrading 2025
Street Resurfacing

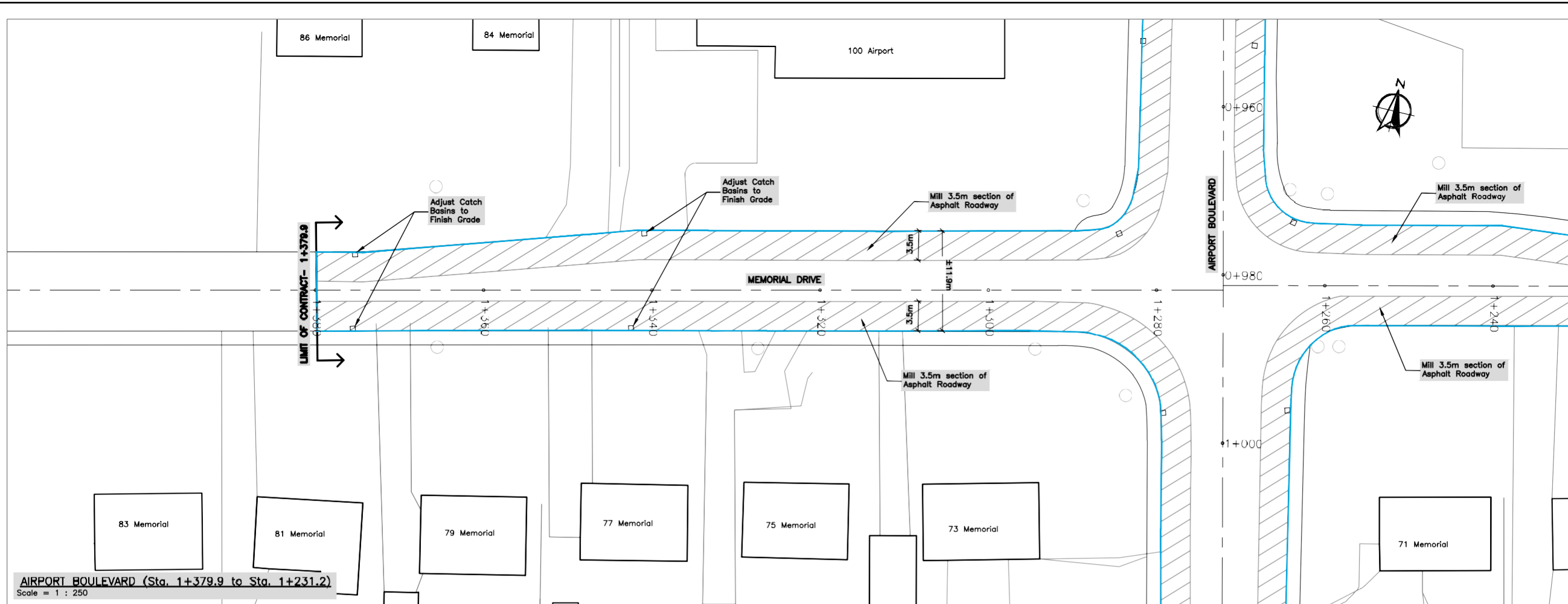
Drawing Title: Airport Boulevard
Removal and Construction
(Sta. 0+847.2 to Sta. 1+192.5)

Drawn By: T. Noseworthy Scale: 1 : 250

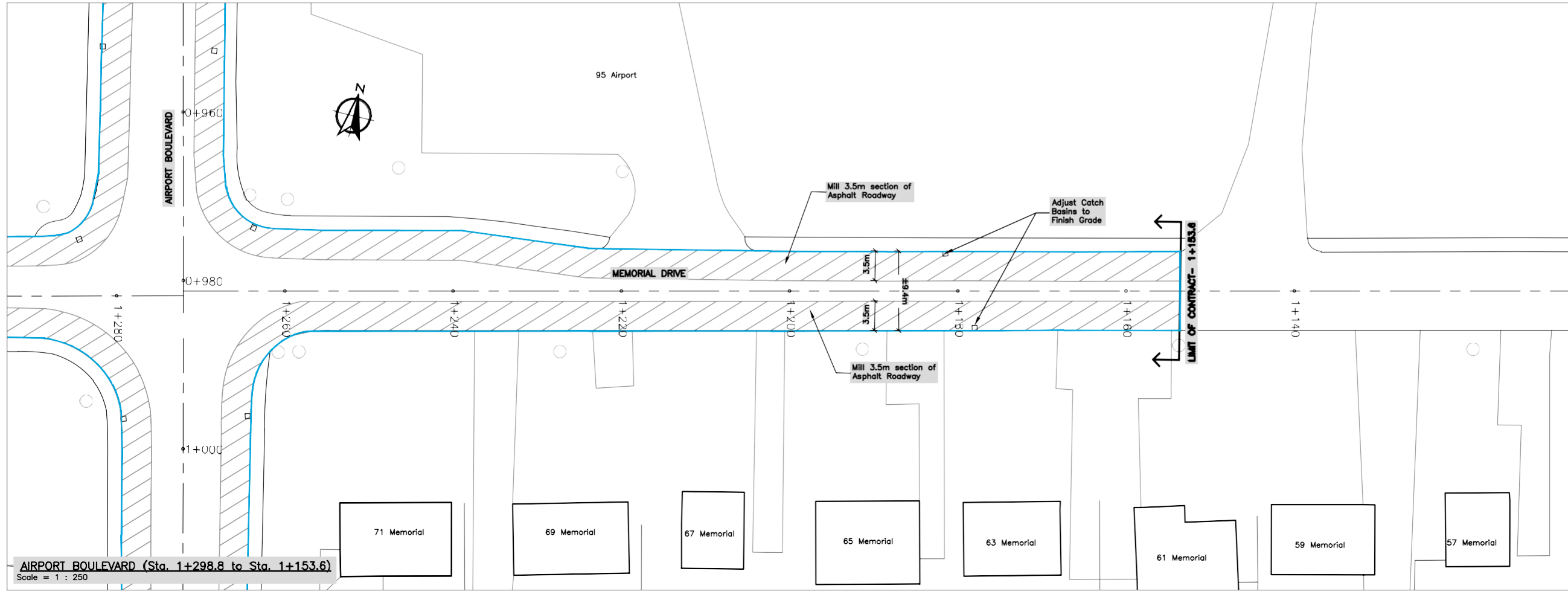
Date: May 20, 2025 Sheet Number: 1 of 2

Date Plotted: May 20, 2025 Checked By: J. Newman Initial: JN

Drawing Number: 25-302-5 Rev. No. R0



AIRPORT BOULEVARD (Sta. 1+379.9 to Sta. 1+231.2)
Scale = 1 : 250



AIRPORT BOULEVARD (Sta. 1+298.8 to Sta. 1+153.6)
Scale = 1 : 250

NOTES

REMOVAL

1. Unless otherwise noted, all dimensions are in meters.
2. Areas as specified in the field by the resident engineer shall be milled to obtain a constant profile. Milled areas indicated may require adjustment.
3. In areas where rutting is below the level of milling or where additional crown is required, leveling course asphalt is to be placed and compacted prior to surface coarse asphalt.
4. Adjust manhole/catch basin frame/cover/grate's as required.

LEGEND - TO BE REMOVED



CONSTRUCTION

1. Surface coarse asphalt to be placed at a compacted thickness of 50mm to the limits indicated on the drawing.

LEGEND - NEW CONSTRUCTION



No.	Date	Revision	By
C.	05/21/25	Issued for Re-tender	TN
B.	07/09/24	Issued for Tender	TN
A.	06/19/24	Issued for Approval	TN

Town of Gander
Department of Engineering
100 Elizabeth Dr. Gander, NL A1V 1G7
Telephone: (709) 651-5915 Fax: (709) 256-5809

Project:
Infrastructure Upgrading 2025
Street Resurfacing

Drawing Title:
Airport Boulevard-Memorial Drive
Removal and Construction
(Sta. 1+379.9 to Sta. 1+153.6)

Drawn By:
T. Noseworthy
Scale:
1 : 250

Date:
May 20, 2025
Sheet Number:
2 of 2

Date Plotted:
May 20, 2025
Checked By:
J. Newman
Initial:
JN

Drawing Number:
25-302-6
Rev. No.
R0

NOTES

REMOVAL

1. Unless otherwise noted, all dimensions are in meters.
2. Areas as specified in the field by the resident engineer shall be milled to obtain a constant profile. Milled areas indicated may require adjustment.
3. In areas where rutting is below the level of milling or where additional crown is required, leveling course asphalt is to be placed and compacted prior to surface coarse asphalt.
4. Adjust manhole/catch basin frame/cover/grate's as required.

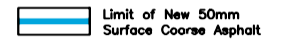
LEGEND - TO BE REMOVED



CONSTRUCTION

1. Surface coarse asphalt to be placed at a compacted thickness of 50mm to the limits indicated on the drawing.

LEGEND - NEW CONSTRUCTION



No.	Date	Revision	By
C.	05/21/25	Issued for Re-Tender	TN
B.	07/09/24	Issued for Tender	TN
A.	06/19/24	Issued for Approval	TN



Town of Gander
 Department of Engineering
 100 Elizabeth Dr. Gander, NL A1V 1G7
 Telephone: (709) 651-5915 Fax: (709) 256-5809

Project:
 Infrastructure Upgrading 2025
 Street Resurfacing
 Part C

Drawing Title:
 Rowsell Boulevard
 Removal and Construction
 (Sta. 0+928.8 to Sta. 1+067.8)

Drawn By: T. Noseworthy Scale: 1 : 300

Date: June 19, 2024 Sheet Number: 1 of 1

Date Plotted: June 19, 2024 Checked By: J. Newman

Drawing Number: 24-302-6 Rev. No. RO



LAND DEVELOPMENT

320 TCH

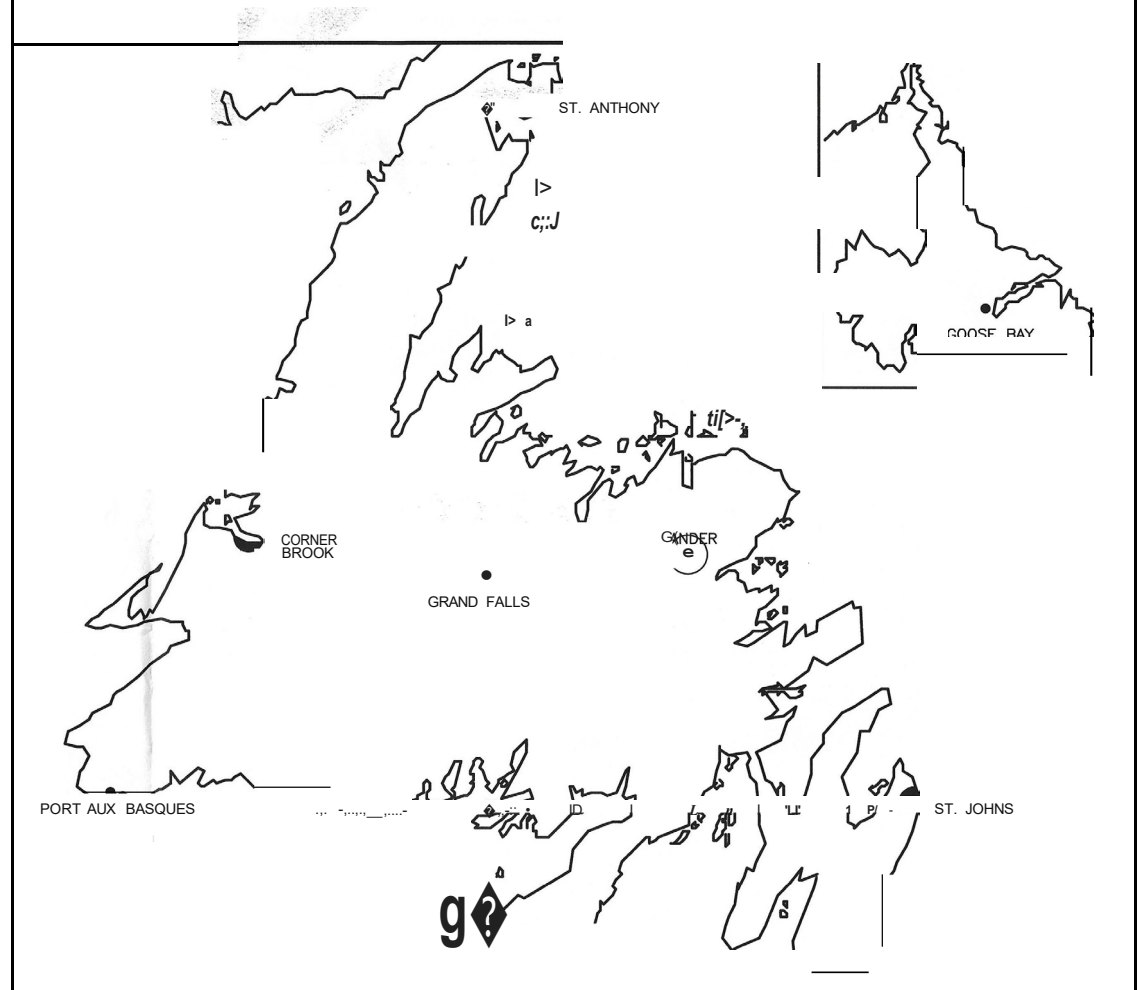
RU ZONING SE I- SERVICED (WATER ONLY)

PRELIMINARY CONCEPT PLAN

TO NOF GANDER, NL

LIST OF DRAWINGS

1 CONCEPT DRAWING PRELIMINARY



PROJECT NO. 23540

NOTES
1. ALL DIMENSIONS IN METERS, UNLESS OTHERWISE NOTED.

- TOTAL NUMBER OF LOTS -
SINGLE HOUSING = 26

-GREENSPACE AREAS-
AREA TOWARDS TCH = 4,407.98m²
AREA ON BACK OF LOTS = 3,056.87m²
TOTAL GREENSPACE = 7,464.85m²
TOTAL AREA OF LAND = 69,437.13m²
PERCENTAGE OF GREENSPACE = 10.75%

-LEGEND-
Ⓢ EXISTING POWERPOLES
Ⓞ --- EXISTING MAINTENANCE HOLES
- - - - - EXISTING SEWERMAIN
- - - - - EXISTING WATERMAIN
⬢ --- GREENSPACE

NO.	DESCRIPTION	DD/MM/YY
1.	ISSUED FOR REVIEW	29/04/25
REVISIONS		
8.		
7.		
6.		
5.		
4.		
3.		
2.		



STAMP:
PROVINCE OF NEWFOUNDLAND AND LABRADOR
PEIGIL PERMIT HOLDER
Newfoundland and Labrador #. This Permit Allows
#291202126
#291202126
CECON LIMITED
To practice Professional Engineering in Newfoundland and Labrador
Permit No. as issued by PEEO 00048
which is valid for the year 2025.

OWNER:
GERALD GORDON

PROJECT:
LAND DEVELOPMENT
320 TCH GANDER, NL

TITLE:
RURAL ZONING CONCEPT DRAWING PRELIMINARY

SCALE: 1:750
DATE: APR 2025
DRAWN BY: JF
DESIGNED BY: JF
CHECKED BY: 8.8
APPROVED BY: 8.8

PROJECT NO. 23540
DWG NO. 1

