

MINUTES

Regular Meeting of Council
Wednesday, August 30, 2023 @ 4:00 pm
Council Chambers

Present:

| | |
|-------------|--------------|
| P. Farwell | Mayor |
| B. Ford | Deputy Mayor |
| T. Pollett | Councillor |
| M. White | Councillor |
| S. Handcock | Councillor |
| P. Woodford | Councillor |
| W. Hoffe | Councillor |

Advisory and Resource:

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|--------------|---|
| D. Chafe | CAO |
| B. Hefford | Town Clerk |
| J. Blackwood | Director of Planning and Public Works |
| K. Hiscock | Director of Corporate Services |
| H. Lowe | Director of Public Safety & Protective Services |
| J. Knee | Director of Community Services |

1. CALL TO ORDER

The Meeting was called to order at 4:00 p.m.

2. VISITORS/PRESENTATIONS

- Arthritis Society Proclamation
- Canadian Institute of Forestry Proclamation
- fasdATLANTIC (Fetal Alcohol Spectrum Disorder) Proclamation

3. APPROVAL OF AGENDA

Motion #23-153

Approval of Agenda

Moved by Councillor Pollett and seconded by Councillor Handcock that the Agenda for the Regular Meeting of Council on August 30, 2023 be adopted as presented.

In Favour: 7 Opposing: 0

Decision: Motion carried.

4. MINUTES FOR APPROVAL

Motion #23-154

Regular Minutes for Approval

Moved by Councillor Handcock and seconded by Councillor Pollett that the Minutes from the Regular Meeting of Council on August 2, 2023 be adopted as presented.

In Favour: 7 Opposing: 0

Decision: Motion carried.

5. BUSINESS ARISING FROM PREVIOUS MINUTES

6. REPORTS – STANDING COMMITTEES:

A. Community Services Committee:

The Community Services Committee report was presented by T. Pollett, Councillor/Chair.

The Community Services Committee meeting was held on August 16, 2023. The meeting was chaired by T. Pollett, Councillor. Other members present included: M. White, Councillor; W. Hoffe, Councillor; B. Hefford, Town Clerk; and B. Freeborn, Director (A) , Department of Community Services.

The following items were discussed:

NL 50+ Club Convention

At the last Committee meeting, a request was reviewed from the NL 50+ Club Convention for a donation towards one of the coffee breaks during their convention in September 2023. The Committee had asked the Director to confirm the amount. The organizers noted that the cost of one break was approximately \$2,800. The Committee decided to provide a sponsorship of \$500.

Farmer's Market

A new local non-profit organization is currently being formed with a vision to operate a Farmer's Market in Gander. They are looking at owning a permanent building, possibly at Cobb's Pond Rotary Park, that caters to the needs of local farmers, artisans as well as other non-profit groups when it is not in use. The Committee asked that the organization be invited to an upcoming Committee of the Whole meeting to present their idea.

New Horizons Seniors Program

The New Horizons for Seniors program provide the opportunity for organizations to apply for grants of up to \$25,000 to support community-based projects that involve and benefit seniors. A staff person will be attending an upcoming virtual presentation that will provide information and guidance to organizations looking for more information on the program.

Festival of Flight

Another Festival of Flight is in the books and despite rain for a couple of days, it was a tremendous success. The Department would like to thank all the local organizations and volunteers who hosted an event during the festival as well as all the sponsors.

There will be an upcoming Festival of Flight wrap-up meeting in September to discuss any suggestions for next year.

9/11 Commemoration Service

There will be a 9/11 Commemoration Service held at the Evangel Pentecostal Church on September 11th at 11 am. The public is invited to attend.

Baseball Gander

Baseball Gander has been the recipient of two Field of Dreams grants over the last few years and with the help of the Town of Gander, has been able to do a number of renovations to the Art Walker Baseball Field to make it playable for the league and tournaments.

They would like to continue with the modernization of this field and is asking Council with help to secure funds for a new clubhouse and lighting for the Art Walker field. The clubhouse would house equipment, allow for meeting space, provide shelter, and can be shared with other associations and leagues. The lights would allow them to host tournaments and provide for more nighttime play.

Council are very appreciative of the Baseball Gander volunteers and all the hard work and dedication on the Art Walker Baseball Field. The Committee felt that this request should be brought forth during the 2024 pre-budget consultation process this fall.

Upcoming Events

The following events will take place in the coming months:

- | | |
|------------------|--|
| September 8 - 10 | Newfoundland & Labrador Fire Services Convention |
| Sept 1 - 3 | Baseball Gander Hosting 15U AA Provincials |
| Sept 7 - 9 | Men's & Ladies' Softball End of Year Tournament |

Sept 11 9/11 Memorial Service
Sept 19 Seniors' Wellness Session

B. Economic Development Committee:

The Economic Development Committee report was presented by Councillor Woodford/Chair.

The Economic Development Committee meeting was held on August 16, 2023. The meeting was chaired by P. Woodford, Councillor. Other members present included: M. White, Councillor; T. Pollett, Councillor; B. Hefford, Town Clerk; and D. Chafe, CAO.

The following items were discussed:

Development Officer's Report

The Committee reviewed the Development Officer's most recent report. There is growing interest from developers seeking industrial zoned land for new investment. Unfortunately, land options for industrial development is in short supply and will not meet the future needs of our growing community. With an expanding economy and an emerging mining industry, securing new land options is paramount. From a commercial investment perspective, interest remains strong with opportunities for new retail and commercial residential advancing well.

While the Committee was pleased to learn of the continued confidence in our community, issues with the supply of industrial land are concerning. The Committee has asked Management to provide recommendations on how to best meet this need.

Correspondence – Mining Innovation Program

The College of the North Atlantic has approached Council requesting a meeting with Mayor Farwell to discuss possible partnerships under their Mining Innovation Commercialization Accelerator (MICA) program. As host to an emerging mining industry, the Committee felt it would be prudent for Council to explore such opportunities and recommends that Mayor Farwell and the appropriate staff meet with College officials.

Correspondence – International Recruitment

Newfoundland and Labrador Health Services is requesting to meet with Community Advisory Committee and representatives of the Town to discuss the international recruitment of healthcare workers. Supporting the recruitment and retention of physicians and other healthcare providers is a top priority for our community. The Committee is recommending that Mayor Farwell and the Manager of Strategic Initiatives participate in the meeting. Staff will make the necessary arrangements.

Community Navigator Program

The Committee reviewed the most recent draft document detailing the new Community Navigator Program. The program, developed with healthcare professionals in mind, helps guide, support and assist newcomers as they begin their life in Gander. The program is now forwarded to Management and Council's Committee of the Whole for final review. The program is to be launched early this fall.

MNL Resolutions

Council has been invited to submit resolutions for consideration at the next annual general meeting of Municipalities Newfoundland and Labrador. The CAO suggested two subjects, natural resources royalty sharing and affordable housing land grants. The Committee feels both are timely and forwards this item to the Governance and Legislative Services Committee for further consideration.

C. Public Safety and Protective Services Committee:

The Public Safety and Protective Services Committee report was presented by Councillor White/Acting Chair.

The Public Safety and Protective Services meeting was held on August 16, 2023. The meeting was chaired by M. White, Councillor. Other members present included: P. Woodford, Councillor; T. Pollett, Councillor; H. Lowe, Director of Public Safety & Protective Services/Fire Chief; and B. Hefford, Town Clerk.

The following items were discussed:

Quad-A-Poolza Parade

A request was submitted by the Marketing Manager for Steele Hotels regarding the ATV parade through Gander during the 10th Annual Quad-A-Palooza event from September 22nd - 24th, 2023. The parade will be scheduled for Sunday, September 24th, at 1030 am. The parade will start at the Quality Hotel & Suites on Caldwell, turn right onto Elizabeth Drive, turn left onto Airport Blvd, turn left onto Memorial Drive, and turn left returning to Elizabeth Drive and the Quality Hotel & Suites.

Motion #23-155

Quad-A-Poolza Parade

Moved by Councillor Handcock and seconded by Councillor Pollett to approve the ATV parade and route on Sunday September 24th at 10:00 a.m. for the annual Quad-A-Poolza event.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Fireworks Complaints

The Committee reviewed the complaints and possible options regarding fireworks sent in by residents. The Committee thanks the residents and understands their concerns and will discuss ways to help mitigate their concerns. Council continues to appeal to the community to work together in the spirit of respect and co-operation.

Fire Smart

Councillor Marcie White is recommending holding an Awareness Day for the Fire Smart program, to bring awareness with all the wildfires happening. It was suggested to hold an Awareness Day event during the upcoming Forestry Week. More details to follow as plans unfold.

D. Planning and Public Works Committee:

The Planning and Development Committee report was presented by Councillor White/Chair.

The Planning and Development Committee was held on August 22, 2023. The meeting was chaired by M. White, Councillor. Other members present included: B. Ford, Deputy Mayor; S. Handcock, Councillor; T. Pollett, Councillor; P. Farwell, Mayor; B. Hefford, Town Clerk; and J. Blackwood, Director of Planning and Public Works.

The following items were discussed:

Delegation – Kassia Règnier, Food Cycle Science (Virtually Via Teams)

Ms. Kassia Règnier from Food Cycle Science presented to the Committee, via teams, information on their Food Cycler products and discussed the possibility of conducting a pilot program with the community. The Food Cycler device grinds and dehydrates food waste in a closed-loop aerobic environment producing an organic pathogen and weed free material that can be stored or used immediately as a nutrient rich soil amendment.

The proposed pilot program has many options but essentially puts food cycle units in the homes of residents of Gander for a trial period and asks that they record their usage. At the end of the trial, they are asked to complete a short survey. The units are provided to Council for distribution at a discounted price and following the trial they become the property of the homeowners.

Processing organic waste in this manner reduces greenhouse gases and lowers the overall cost of waste management for the community. The Committee recommends that the department have further discussions with Ms. Règnier on a potential pilot project and bring the request to the 2024 budget discussions for consideration by Council.

Radon Information

Council has previously participated in a program with the Government of Canada which provided Radon test kits to residents to test their homes for Radon. Health Canada is providing an additional opportunity in which Radon Kits can be provided free to anyone willing to participate in a study looking at seasonal variations of Radon. For anyone seeking more information on Radon or if they interested in participating in the study, please visit the Health Canada website “participate in a radon study – Canada.ca”. This link will be made available on the Town of Gander Website.

Home Based Business Application – 3A Ratcliffe Place

The Committee reviewed a Home-Based Business application from a resident at 3A Ratcliffe Place. The applicant, *Nova Security*, is seeking Council’s permission to operate a home office for a Security Guard service from that property.

It is noted that home occupation is permitted as a discretionary use for the zone in which this property is located. Discretionary use notices were advertised with no objections being received by the advertised deadline.

Motion #23-156

Home Based Business Application – 3A Ratcliffe Place

Moved by Councillor White and seconded by Councillor Handcock that *Nova Security* be permitted to operate a home office for a Security Guard business from 3A Ratcliffe Place.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Cluster Developments

As requested by Council, the proposed Development Regulations Amendment # 5, 2023 is now ready for adoption.

This amendment proposes changes to the Town of Gander Development Regulations 2019-2029 to accommodate “Cluster Developments” in some zones within the Towns Planning Area and Municipal Boundaries.

This type of development will be permitted at Council’s discretion in the following zones within the Town of Gander’s Municipal and Planning Area Boundary:

Residential Low Density, Residential Medium Density, Residential High Density-1, Residential Mini-Home, Residential Mini-Home, Residential Rural, Town Centre, Commercial General, Commercial Local, Commercial Shopping Centre, Commercial Highway, Tourism Recreation and Public Institutional.

The amendment will allow more flexibility to allow multiple buildings on one lot and meet a growing need for more diverse and affordable housing. The creation of this new standard supports the Town's goal to ensure the Town has residential neighbourhoods that are inclusive, and support people of different ages, abilities, and incomes.

Council undertook the following public consultation initiatives to give Gander individuals and groups an opportunity to provide input.

- Advertisements were placed on the Town of Gander website, Facebook, Twitter, local television, and local radio stations for a period of two weeks, indicating Council's intention to amend the Development Regulations and inviting comments and representation.
- A Public Briefing session was held in the Council Chambers at the Town Hall on March 30, 2023, commencing at 2:00 p.m. There were seven (7) attendees, exclusive of staff and Council.
- At the briefing session participants were provided an information package on the proposed amendment, including comment sheets. They were invited to submit written comments. No submissions were received by the deadline of April 3, 2023.

Motion #23-157

Cluster Developments

Moved by Councillor White and seconded by Councillor Handcock that the proposed Development Regulations Amendment # 5, 2023 be adopted under Section 16(i) of the Rural and Urban Planning Act.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Discretionary Use – 37 McCurdy Drive

Notice is hereby given that the Town Council of Gander has received a Development Application to operate a hair salon at the above noted address.

It is noted that this area is zoned ***Industrial General (IG)*** in the Town of Gander's Municipal Plan. ***Personal Service*** has been added to the Town of Gander Development Regulations and is now permitted as a Discretionary Use within the Industrial General zone.

Motion #23-158

Discretionary Use – 37 McCurdy Drive

Moved by Councillor White and seconded by Councillor Pollett that the discretionary use for 37 McCurdy Drive be approved.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Notable Dates

- The next Waste Transfer Station date is scheduled for September 9th. The hours of operation are 8 a.m. – 4 p.m. There will be no Waste Transfer Station Event in the month of October.
- Garbage collection for the Labour Day holiday observed on Monday, September 4th has been rescheduled to Wednesday, September 6th.
- Household Hazardous Waste Day is scheduled for Saturday, September 30th at the Steele Community Center parking lot from 8:30 a.m. – 3:30 p.m.
- The Town will be hosting a Curbside Giveaway event on October 14th and 15th, preceding the Annual Curbside Cleanup Event scheduled for October 16th – 27th.

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

E. Governance & Legislative Services Committee:

The Governance & Legislative Services Committee report was presented by Deputy Mayor Ford/Chair.

The Governance & Legislative Services Committee was held on August 23, 2023. The meeting was chaired by B. Ford, Deputy Mayor. Other members present included: T. Pollett, Councillor; M. White, Councillor; W. Hoffe, Councillor; K. Bull, Deputy Municipal Clerk; and B. Hefford, Town Clerk/Director of Governance & Legislative Services.

The following items were discussed:

Student Welcome Package

Council and staff have been working in collaboration with the Gander and Area Chamber of Commerce, the Association for New Canadians and representatives from College of the North Atlantic and MUN School of Nursing to plan a Welcome Week for approximately 325 post-secondary students who are enrolled in programs in Gander.

The Chamber of Commerce has asked local businesses and organizations to donate coupons, free passes, or promotional items for Welcome Packages.

The Committee discussed the possibility of donating one-time skating passes and will present this suggestion at the Committee of the Whole meeting on August 24.

Light Up for Mito

The Committee reviewed a request from the MitoCanada Foundation. The Foundation supports people who are living with mitochondrial disorders by raising awareness, advocating for those living with mitochondrial disorders and funding essential research that is patient-focused and transformational.

The Foundation has requested that the Town of Gander illuminate the Town Hall in green on September 23 as a sign of support. The Committee is supportive of this request and wishes the Foundation a successful awareness campaign.

Leadership Summit for Women and Gender-Diverse Individuals

MNL is hosting the 2023 Leadership Summit for Women and Gender Diverse Individuals on October 25, at the MNL Conference in St. John's. This year's event includes a panel discussion on allyship, and the presentation of the Leadership Awards. Interested Councillors should contact Executive Assistant, Dawn Froude, to register.

MNL Board Nominations

Municipalities Newfoundland and Labrador is now accepting nominations for President, Vice-President, Urban Municipalities Director, and Small-Town Director positions. These positions are all two-year terms.

The nomination period for the 2023 board nominations will close on September 26. The election will be held at the Annual General Meeting on October 28 in St. John's.

MNL Resolutions

The MNL Advocacy Committee is now accepting resolutions from municipal councils for the 2023 Annual General Meeting.

The Committee reviewed three resolution that were drafted by staff;

- Punitive Tax for Vacant or Underutilized Properties
- Increased Stipend for Responding to Highway Motor Vehicle Accidents
- Municipal Accommodations Tax

Prior to submission, all members of Council will need to review and comment on the resolutions.

Council Engagement Report

Effective engagement with the community is crucial for local governance, as it fosters transparency, inclusivity, and collaboration. Going forward, the Governance and Legislative Services Committee will provide a brief summary of the activities and initiatives undertaken by

Council since the previous meeting. This report serves as a means to keep the community informed and engaged, highlight key milestones, and provide a transparent account of our activities.

Over the past month, Council actively engaged in several events and initiatives. To offer a glimpse, here are some noteworthy examples:

- Cross-country motorcycle ride for PTSD awareness – August 1
- Festival of Flight Activities – August 3-7
- Participation in Pride events and Brunch – August 8-13
- Partnership with MNL and Mayor as Central Director for the donation of 50 Backpacks for the Kits for Kids campaign
- Launch of The Community Sector Council's new Brand and Website and the Gander International Lounge – August 15
- Antique Car Club Reception – August 11
- Participation in the Urban Municipalities Conference in Bonavista – August 18-19
- Lunch with Community Mining Sector Representatives – August 25

F. Corporate Services Committee:

The Corporate Services Committee report was presented by Councillor Hoffe/Chair.

The Corporate Services Committee meeting was held on August 23, 2023. The meeting was chaired by W. Hoffe, Councillor. Other members present included: P. Woodford, Councillor; T. Pollett, Councillor; B. Hefford, Town Clerk; and K. Hiscock, Director of Corporate Services.

The following items were discussed:

P039 – Protective Clothing and Uniform

Management forwarded a recommendation to provide a safety boot allowance to Civic Enhancement students up to \$200 to the Corporate Services Committee for consideration. Currently, students are required to provide safety boots at their own cost.

The Committee discussed and agreed with the recommendation.

Motion #23-159

P039 – Protective Clothing and Uniform

Moved by Councillor Hoffe and seconded by Councillor Woodford that Policy #P039 Protective Clothing and Uniform be approved as attached.

In Favour: 7 Opposing: 0

Decision: Motion carried.

P015 – Long Service Awards

Management forwarded several proposed amendments to Policy #P015, “Long Service Employees and Volunteer Awards” to the Corporate Services Committee for consideration.

The amendments included title changes, award amounts and recognition thresholds. The impact on the operating budget is minimal.

Motion #23-160

P015 – Long Service Awards

Moved by Councillor Hoffe and seconded by Councillor Woodford that Policy #P015 Long Service Awards be approved as attached.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Account Write-Offs

During the 2022 financial audit, a list of outstanding accounts was deemed to be uncollectible after all efforts to collect, either through a collection agency and/or legal means were unsuccessful in recovering the amounts owing. In most cases the outstanding accounts involved businesses that were closed.

Motion #23-161

Account Write-Offs

Moved by Councillor Hoffe and seconded by Councillor Woodford that the Town of Gander write off \$1,226,295.51 in outstanding accounts, as attached.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Quote - Asphalt Work 2023

The results of the quote for asphalt patchwork for 2023 was presented to the Corporate Services Committee for review and consideration. There were two bids received, with the lowest that met specifications from Feltham’s Construction Ltd. at a cost of \$112,557.40 HST inclusive.

The contract will result in an overage of \$8,601.69 in the asphalt budget which will be deducted from projected savings.

Motion #23-162**Quote - Asphalt Work 2023**

Moved by Councillor Hoffe and seconded by Councillor Pollett to award asphalt patchwork for 2023 to Feltham's Construction Ltd. at a cost of \$112,557.40 HST included.

In Favour: 7 Opposing: 0

Decision: Motion carried.

G. Committee of the Whole

The Committee of the Whole report was presented by Deputy Mayor Ford.

The Committee of the Whole meeting was held on August 24, 2023. The meeting was chaired by B. Ford, Deputy Mayor. Other members present included: P. Woodford, Councillor; T. Pollett, Councillor; S. Handcock, Councillor; M. White, Councillor; W. Hoffe, Councillor; B. Hefford, Town Clerk; D. Chafe, CAO; K. Bull, Deputy Municipal Clerk; J. Blackwood, Director of Planning and Municipal Works; J. Knee, Director of Community Services; and K. Hiscock, Director of Corporate Services.

The following items were discussed:

Community Navigator Program

The CAO introduced a draft of the Community Navigator Program, designed to pair incoming healthcare professionals with community representatives. The goal is to establish networks and facilitate a smooth integration into the community.

The proposed approach involves inviting volunteers who are trained to assist professionals and their families in connecting with individuals and locating essential community resources, fostering a sense of belonging and ease of transition.

The Council expressed unanimous support for the initiative and eagerly anticipates the program's launch. This endeavor aims to enhance the quality of life for those who choose to make this community their home.

Physician Appreciation

The CAO has presented a draft of the Physician Appreciation Program, which will consist of several events aimed at showcasing the community's gratitude for selecting Gander as their home and professional practice location.

The Council unanimously agreed to the program and plans for its initiation with a family appreciation event scheduled for the upcoming fall. A minor financial contribution will be

necessary, and this expense can be accommodated within this year's budget. Further events and the corresponding funds will be discussed during the budget process.

Playteck Cost Increase Request – Gander Sports Complex

The Director of Planning and Public Works explained that Playteck, the materials supplier for the running track at the Gander Sports Complex has informed the general contractor, Can-Am Platforms and Construction Ltd., that there has been a price increase of \$86,229.90 on the supply and delivery of the rubberized material required for the running track. Can-Am requested that the Town of Gander pay this increase and in return, Can-Am/Playteck will provide coloured exchange zones on the track. Council had previously reviewed the optional colored exchange zones and at that time, the cost was approximately \$180,000. Council was of the opinion that the coloured exchange zones were not necessary and would consider that option only in the event that the project was underbudget.

The Committee of the Whole discussed this newest cost increase at length. Several options were explored to ensure the taxpayers are getting the best value for the expense. The Committee feels that in the interest of moving this project along, and preventing further delays, it is best to agree to the Contract Change Order as requested by Can-Am. While the letter states that the total increased cost is \$86,229.90, it should be noted that this project is being funded equally by three levels of Government, so the hope is that the Town will be responsible for only 1/3 of the overrun.

Motion #23-163

Playteck Cost Increase Request – Gander Sports Complex

Moved by Deputy Mayor Ford and seconded by Councillor Woodford that the Town Council of the Town of Gander accept the requested Contract Change Order in the amount of \$86,229.90 plus HST for the coloured exchange lanes as indicated in the May 31, 2021 letter, attached. The acceptance of this Change Order is contingent on there being no additional allocation of time in the contract and that a release be signed barring any future claim associated with this item and conditioned on Cost Sharing Agreement approval.

In Favour: 6 Opposing: 1

Decision: Motion carried.

Student Welcome Week Skating Pass Donation

Council and staff have been working in collaboration with the Gander and Area Chamber of Commerce, the Association for New Canadians, representatives from College of the North Atlantic, and MUN School of Nursing to plan a Welcome Week for approximately 325 post-secondary students who are enrolled in programs in Gander.

The Chamber of Commerce has asked local businesses and organizations to donate coupons, free passes, or promotional items for Welcome Packages. The Town is supportive of this project and would like to offer Skating Passes as a contribution to the packages.

Motion #23-164

Student Welcome Week Skating Pass Donation

Moved by Deputy Mayor Ford and seconded by Councillor Pollett that the Town of Gander will donate 325 Single Use Skating Passes to the Chamber of Commerce to distribute to post-secondary students studying in Gander.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Phase 16 Spruce Court

The Committee reviewed a preliminary plan for the development of Phase 16 of Spruce Court, submitted by McCurdy Enterprises. The preliminary application process requires approval in principle subject to more detailed engineering drawings and technical compliance. Council was satisfied that the preliminary design met the intent of the Town of Gander Development Regulations and the standards for new subdivisions.

Motion #23-165

Phase 16 Spruce Court

Moved by Deputy Mayor Ford and seconded by Councillor Woodford that the Town of Gander provide preliminary approval for Phase 16 Spruce Court as attached, subject to approved technical plans and development permits meeting the requirements for the Town of Gander Development Regulations and Street and Subdivision Standards.

In Favour: 7 Opposing: 0

Decision: Motion carried.

Settlement Agreement

The Committee was informed that the settlement agreement between the Town of Gander and the owners of 4 Peterson Place is ready for execution. This is an agreement to settle a legal dispute between the homeowners and the residents dating back several years.

Motion #23-166
Settlement Agreement

Moved by Deputy Mayor Ford and seconded by Councillor Handcock that the Mayor and Town Clerk be authorized to execute the settlement agreement between the Town of Gander and the owners of 4 Peterson Place.

In Favour: 7 Opposing: 0

Decision: Motion carried.

H. Other Reports

7. ADMINISTRATION

8. CORRESPONDENCE

9. NEW BUSINESS

10. ADJOURNMENT

Motion #23-167
Adjournment

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

In Favor: 7 Opposing: 0

Decision: Motion carried.

The meeting adjourned at 5:26 p.m.

P. Farwell, Mayor

B. Hefford, Town Clerk

**Town Council of the
Town of Gander
Policies and
Procedures**

| | | |
|---|-----------------------------------|---------------------------------|
| Policy Topic: Protective Clothing and Uniform | | |
| Policy No: P039 | Motion of Council: #09-187 | Effective Date: 08/12/09 |
| Section: | Amendment Motion: #09-270 | Amendment Date: 11/25/09 |
| | Amendment Motion: #13-058 | Amendment Date: 03/20/13 |
| | Amendment Motion: #14-002 | Amendment Date: 01/15/14 |
| | Amendment Motion: #15-044 | Amendment Date: 02/25/15 |
| | Amendment Motion: #15-254 | Amendment Date: 11/25/15 |
| | Amendment Motion: #16-255 | Amendment Date: 12/21/16 |
| | Amendment Motion: #17-092 | Amendment Date: 05/03/17 |
| | Amendment Motion: #18-035 | Amendment Date: 02/07/18 |
| | Amendment Motion: #19-171 | Amendment Date: 08/14/19 |
| Issued By: Finance and Administration Corporate Services Committee | | |

Policy Statement

Town of Gander employees are regularly exposed to weather elements, traffic and other environmental factors which, for safety reasons, require protective clothing. In addition, Council aims to portray a professional image to readily identify employees who interact with the public and/or are performing tasks which by their nature dictates that the employee be recognized as a Town employee.

Guidelines

Town of Gander employees whose position requires them to work outside, will be provided with an allowance to offset the cost of safety clothing. Unionized employees are outlined in the Collective Agreement whereas non-unionized employees are specified throughout this policy. This allowance is not applicable to Protective Services Personnel, OH&S Advisor nor the Development and Control Inspector as these positions require identifiable Town of Gander uniform.

Employer Provided Items

The following items are considered common protective items which may be required depending on the position.

-Hard Hat

- CSA approved Hockey Helmets (CCS)

-Protective Eyewear (non-prescription)

-Protective Gloves

-Disposable Hearing Protection

-Safety Vest

-Breathing Apparatus

draft 08-16-23

Uniforms

Development & Control Inspector and OHS Advisor

The uniform items shall be as follows:

- Patrol 3 in 1 Jacket (1 every 3 years)
- Winter Jacket (1 every 3 years)
- Rain Suit (1 every 3 years)
- Hi-Vis Soft Shell (1 every 3 years)
- Shirts (5/ year)
- Pants (4 per year)
- Safety Footwear (as required)

~~The department will be provided with an annual budget to cover the cost of uniforms for both paid and volunteer Fire-Fighters. Allocation and /or replacement will be at the discretion of the employee's immediate supervisor.~~

Fire Department Staff

The department will be provided with an annual budget to cover the cost of uniforms for

- ~~both paid and volunteer active firefighters~~ Fire-Fighters.
- the Municipal Enforcement Staff.

Allocation and /or replacement will be at the discretion of the Director of Protective Services/Fire Chief.

Municipal Enforcement Staff

~~The department will be provided with an annual budget to cover the cost of uniforms for the Municipal Enforcement Staff. Allocation and /or replacement will be at the discretion of the Director of Protective Services/Fire Chief.~~

Acquisition and Maintenance Schedule

Unionized Employees

As outlined in the Collective Agreement.

Non-Unionized Employees

The credit entitlement for each employee categorized above is as follows:

| Position | Public Works Staff | Technical Services Staff | Construction Inspector | Full Time Rec. Staff | Seasonal Rec. Staff | Development & Control Inspector / OH&S | IT Staff | Fire Dept. & Municipal Enforcement |
|---|--------------------|--------------------------|------------------------|----------------------|---------------------|--|----------|--|
| New Hire Protective Clothing | \$750 | \$750 | \$750 | \$750 | \$350 | As per budget | \$500 | As per budget |
| Annual Protective Clothing Maintenance | 350 | 350 | 350** | 350 | \$350 | | \$200 | |
| Annual Professional Cleaning/Repairs Alternations | 25 | 25 | 25 | 25 | 25 | | 25 | |

**** Construction Inspectors Annual Allowance will not be prorated.**

Additional Guidelines

1. There will be no carryover of unused credits.
2. All clothing identified in this policy will have a Town of Gander logo, name or identification, except for workpants.
3. Any deficiencies in uniforms over and above the specified amount will be replaced at the cost of the employee.
4. Costs associated with cleaning, repairs, alterations over the predetermined amount will be the responsibility of the employee.
5. Seasonal employees will be provided with a onetime New Uniform Credit in the full amount. Annual amounts will be awarded prorated based on the actual weeks worked (not including Construction Inspectors).
6. Temporary employees will be supplied with a prorated allotment. Protective clothing shall not be supplied in an insufficient amount regardless of the tenure of the employee.
7. Town identified clothing will only be worn for work completed on behalf of the Town of Gander. Under no circumstances will uniforms be gifted, sold or transferred to individuals or companies not under the employ of the Town of Gander.
8. Town of Gander clothing is not to be worn outside of work hours and identified instances will be subject to corrective action.
9. Upon termination/retirement, all items purchased by the Town of Gander in the current year are to be returned. Failure to return items will result in a deduction of the amount equal to what was issued from an employee's final pay. This deduction must be mutually agreed upon prior to it being processed through payroll.
- 9-10. [Civic Enhancement summer students are entitled to \\$200.00 for the purchase of safety boots with ankle protection.](#)

Responsibilities

Supervisors

Ensure that employees are wearing all aspects of the uniform and adhering to a high standard of cleanliness and portray a professional image through their appearance.

Employees

1. Demonstrate a professional image and appearance by adhering to this policy.
2. Use judgment and discretion when selecting an article of clothing required under this policy.
3. Maintain the Town issued clothes in a suitable condition, free of unreasonable wear, tears, stains, or other damage, which undermines the professional image required in the public. It is understood that the nature of the work often dictates that a certain level of wear is normal and acceptable.
4. Purchase suitable clothing by contacting your departmental purchasing coordinator as identified below.
 - a. [Engineering Planning and Public Works – Confidential](#) Administrative Assistant
 - b. Public Works – Administrative Support Clerk
 - c. Fire and Emergency Services – Fire Inspector
 - d. [Recreation and Community Services – Administrative Coordinator](#)
 - e. [Administration Corporate Services – Suzanne White](#) Procurement Officer

Related Policies

P041 - Hard Hat

P023 - Clothing Allowance

OHS008 – OH&S Training and Orientation

Schedule "A" Non-Unionized Clothing

| Item | IT Staff | Public Works | | | Engineering | | Recreations and Community Services | | | | |
|---------------------|----------|-----------------|------------|--------------------|-----------------|---------------------------|------------------------------------|--------------|-------------------|--------------|---------------------|
| | | All Supervisors | Foreperson | Construction Insp. | Sup. Tech Serv. | Eng. & Plan / Con. Techs. | Director | Admin Coord. | Spec. Evt. Coord. | Prog. Coord. | Facility Supervisor |
| Safety Footwear | * | * | * | * | * | * | * | * | * | * | * |
| Winter Boots | | | | | | | * | * | * | * | * |
| Rubber Boots | | | | | | | * | * | * | * | * |
| Rain Wear | | * | * | * | * | * | * | * | * | * | * |
| Fleece | | * | * | * | * | * | | | | | |
| 3 in 1 Jacket/Pants | * | * | * | * | * | * | | | | | |
| Winter parka | | * | * | * | * | * | | | | | |
| Coveralls/ Overalls | | | * | * | | * | | | | | |
| Work Pants | | | | * | | | | | | | |
| Baseball Hat | * | * | * | * | * | * | * | * | * | * | * |
| Toque | | * | * | * | * | * | * | * | * | * | * |
| CC Fleece | | | | | | | * | * | * | * | * |
| CC Jacket | | | | | | | * | * | * | * | * |
| CC Winter Jacket | | | | | | | * | * | * | * | |
| CC Snow pants | | | | | | | * | * | * | * | |
| Winter Gloves | * | | | | | * | * | * | * | * | * |

- Public Works administration staff will be entitled to safety shoe allowance
- The Director of Recreation and Community Services will determine items of entitlement for non-union seasonal staff
- All Directors will be provided safety clothing as required.
- Directors will determine any items that may be required for staff not specifically identified in this policy.

**Town Council of the Town of Gander
Policies and Procedures**

| | | |
|---|---------------------------------------|---------------------------------|
| Policy Topic: Long Service Employees and Volunteer Awards | | |
| Policy No: P015 | Motion of Council: | Effective Date: |
| | Motion of Council: #00-226/227 | Amendment Date: 08/03/00 |
| Section: PER | Amendment Motion: #03-856 | Amendment Date: 07/23/03 |
| | Amendment Motion: #08-042 | Amendment Date: 02/20/08 |
| | Amendment Motion: #08-137 | Amendment Date: 05/14/08 |
| | Amendment Motion: #14-204 | Amendment Date: 09/24/14 |
| | Amendment Motion: #15-057 | Amendment Date: 03/18/15 |
| | Amendment Motion: #18-268 | Amendment Date: 10/17/18 |
| Issued By: Corporate Services | | |

Policy Statement

~~The most important key to the successful operation of any organization is the contribution and dedication of its employees.~~ The Town of Gander recognizes the contribution and dedication of all its employees and, including volunteer active firefighters by providing and will provide long service awards on a fair and consistent basis.

Guidelines

Town Employees

The long service awards system for Town employees is as follows:

Currently employed

Annually, at the Town's Christmas party, an employee who has attained the following years of accumulated service, will be presented with **a certificate of appreciation** along with:

- A specially designed service pin for 10, 15, 20, 25, 30 and 35 years of accumulated service.
- 25 years - gift of the employee's choice to a value of \$700

Upon retirement, permanent long term disability or permanent workers compensation

Council will contribute towards a gift and reception for an employee who:

- retires, permanent long-term disability or permanent workers compensation; and,
- who has a minimum of ten years of service with the Town, as follows:
 - 10-20 years of service to a maximum of \$500.
 - 20-30 years of service to a maximum of \$750.
 - 30 plus years of service to a maximum of \$1000.

Council will also contribute a maximum of \$250 to host a small staff reception for the employee.

Leaves the organization other than retirement

Council will contribute towards a gift and reception for an employee who leaves the organization provided that they are in good standing, as follows:

- 5-10 years of service to a maximum of \$25.
- 10-15 years of service to a maximum of \$50.
- 15-20 years of service to a maximum of \$75
- 20-25 years of service to a maximum of \$100.

~~Volunteer~~ Active Firefighters (see Appendix A)

Annually, at the Firefighters' Ball, Council will recognize a ~~volunteer~~ firefighter with Gander Fire Rescue who has obtained the following years of accumulated volunteer service, and will be presented with a *certificate of appreciation* along with:

- A specially designed service pin for 5, 10, 15, 20, 25, 30, 35, 40, and 45 years of accumulated volunteer service, and
- the appropriate "Years of Service Gift" as per section 13.07 of the Gander Fire Rescue Local Bylaws (see appendix A).

Council will purchase, a parting gift equal to \$10.00 per year for each completed year of service, provided they have a minimum of 5 years of active service time and are in good standing as per Section 13.06 (4) of the Gander Fire Rescue Local Bylaws (see appendix A).

Procedures

For Employees

The Manager of Human Resources ~~Supervisor~~ will work closely with the Administrative Human Resources Coordinator to determine what employees are eligible for years of services recognition pins, certificates, or gifts. Eligible employees will be presented with their gift at the annual Christmas party. Any employee who does not attend the formal presentation will have their gift presented by their department head.

~~Volunteer~~ Active Firefighters

The Fire Chief will determine and prepare the listing of the ~~volunteer~~ firefighters who are eligible for years of service recognition pins, certificates, or gifts. Eligible volunteers-firefighters will be presented at the annual Firefighter's Ball.

Responsibilities

For Employees

Manager of Human Resources ~~Supervisor~~

The Manager of Human Resources ~~Supervisor~~ will assess the workforce and arrange the awards.

Supervisors/Department Heads

The Supervisor/Department Head will ensure that presentations, gifts and/or parties are available for any eligible employee.

For ~~Volunteer~~ Active Firefighters

Fire Chief

The Fire Chief will ensure that all ~~volunteers~~ firefighters eligible for awards and certificates are available

for presentation at the annual Firefighter's Ball. As well any recommended changes to the bylaws will not be adopted until all policies affected by the bylaws are approved by Council.

Limitations

Where there is a conflict between any section of this Policy and federal or provincial law, the federal or

provincial law shall prevail and the section of this Policy conflicting with federal or provincial law shall be inoperative to the extent that it conflicts with such law.

APPENDIX A

GANDER FIRE RESCUE

Local Bylaws

shall be presented in a timely manner after his or her resignation, in a manner of his or her choice.

Section 13.04 Definitions of Awards:

1. **Gander Fire Rescue Probationary Firefighter of the Year:** To be awarded to the probationary firefighter who during his or her probation period has demonstrated excellence in service to the Department.
2. **John A. McKay Firefighter of the Year:** To be awarded to an Active Member in recognition of outstanding service to the Department during firefighting activities, training and social activities during the past year.
3. **Gander Fire Rescue Award of Merit:** May be awarded to an Active member based on performance of assigned duties, and those duties having been carried out in an outstanding and superior manner such as to merit recognition for services to the Department.
4. **Gander Fire Rescue Award of Valour:** The most prestigious award given to an Active member in recognition of an act of bravery above and beyond normal firefighting duties in the protection of life and property.

Section 13.05 Nominations for Awards

1. Nominations for awards shall be submitted to the Awards Committee by date posted by the awards committee.
2. Nominations for awards shall be in writing and signed by the nominator and seconder giving a brief description of the nominee's actions that warranted this award.
3. Upon receiving nominations for all awards, the Awards committee shall meet to discuss all nominations.

Section 13.06 Eligibility for Awards

1. To be eligible for Gander Fire Rescue Probationary Firefighter of the Year award a member must have:
 - a) Completed their probation period. If less than three months completed, then they will be eligible for the following year.

- b) Achieved training minimums as per bylaws.
- c) Attended the minimum required fire calls as per bylaws.

GANDER FIRE RESCUE

Local Bylaws

- d) Their medical and first aid qualifications up to date.
2. To be eligible for John A. McKay award for Firefighter of the Year a member must have:
 - a) Been an active member in good standing with Department within the calendar year.
 - b) Achieved minimum training requirement as per bylaws.
 - c) Responded to a minimum of 40% of fire calls as per bylaws.
 - d) Completed their probation period.
 - e) Their medical and first aid qualifications up to date.
 3. Years of service awards shall start at five years of service and be awarded every five years thereafter.
 4. To be eligible for parting gifts:
 - a) Member must have a minimum of five years of completed active service with Gander Fire Rescue to receive a gift.
 - b) Member must leave the Department in good standing at the discretion of the Fire Chief.
 - c) \$10.00 per year of completed active service, less any amount of previous payout.

Section 13.07 Years of Service Gifts

As per following table.

| Years of Service | Gift |
|-------------------------|------------------------------|
| 5 | Leatherman tool |
| 10 | Clock |
| 15 | Firefighter custom print |
| 20 | Ring |
| 25 | Watch |
| 30 | Statue - Back to the Station |
| 35 | Brass Pike Pole Award plaque |
| 40 | Pedestal Base Trumpet |
| 45 | Axe award |

Section 13.08 Years of Service Parting Gifts

1. The Awards Committee shall:

Adopted January 25, 2021

Page 6 of 76

GANDER FIRE RESCUE

Local Bylaws

- a) Ensure all criteria is met and approved.
- b) Arrange for presentation at the convenience and request of departing member.
- c) Use some discretion as these are only guidelines.

DRAFT 08-14-23



255 Shearstown Road, Bay Roberts, NL, A0A 1G0

To: Greg Sheppard
CBCL Ltd.

Re: Playtek Cost Increase Request

Mr. Sheppard,

Please see attached correspondence from Playtech in regards to a claim for increased costs for their scope of work on this project for \$94,500.00 plus HST. We note that last fall we mutually agreed to hold off on this rubber surfacing because of seasonal requirements and the extra time required for the additional civil work completed with various changes added in last construct season (CO 1 to 5) for extra materials, rock fills, etc.

Since last fall there has been a very substantial increase in the cost of petroleum products on the global market and if this were a raw civil item ie. asphalt or various forms of excavations it would unquestionably fall under SGC1 and/or SCG 3. However, this is a unique product not commonly used in the construction industry and don't fall under typical construction. This product is petroleum based and given that it has a shelf life we were not able to procure and store onsite like we did with the artificial turf for example.

Sincerely,

A handwritten signature in black ink, appearing to be 'M. Day', written in a cursive style.

Max Day
Site Engineer – Can-Am Platforms & Construction Ltd.

Hi Matt,

Please see below for the cost increase on the following lanes. Right now with the current market conditions you're looking at a 25-40% increase. Below are the approximate costs you're looking at right now.

Hunt Valley MD to Gander \$13,500.00 to 16500.00
Hunt valley MD to GTA \$2,800.00 to 4100.00
Hunt Valley MD to Clare NS \$6,000 to 7700.00
Hunt Valley MD to Windsor NS \$5,700 to 7450.00

Thanks,



Matt LeBlanc | Logistics & Business Development
Keltic Transportation / Logistics / Warehousing

90 MacNaughton Ave | Moncton, New Brunswick Canada E1H 3L9
Tel (506) 854-1233 | Cel (416) 433-1577 | Fax (506) 854-1214

<http://www.keltictransportation.com> | [email](#) | [services](#) | 



Keltic Transportation Inc. / Keltic Freight Services Inc. - o/a Keltic Transport / Logistics / Warehousing

*Keltic transacts under CIFFA "Standard Trading Conditions" - available at - ciffa.com
"Canadian International Freight Forwarders Association"*

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March 7, 2022

Dear Valued Customer,

Since the beginning of the year, markets for polyurethane raw materials have continued to tighten in terms of availability. As a result of the supply/demand imbalance, raw material producers have also continued to escalate their prices. We have seen pricing on key raw materials increase by **> 25%** over the past month alone. This is in addition to the the **20-25%** increases we received in December 2021.

The supply chain disruptions around the world, including the sharp rise in the price of oil have impacted us in many areas of production. We have also experienced consistent increases in several other areas over the past few months that have impacted our costs. Some of these increases are related to incoming/outgoing freight charges, fuel surcharges, and packaging materials to name a few.

Due to these increases, Beynon Sports is announcing a price increase on all products effective immediately.

Please see details below for the updated price for your project order below.

Project Name: Town of Gander
Location: Gander, NL
Expected Delivery Date: June 1, 2022

Updated Material Quote: (based on updated pricing)

| | | | | |
|------------------------------|----------|--------------|---|-------------|
| Beypour 280A | .36 /lbs | @ 99,000 lbs | = | \$35,640.00 |
| Beypour 250A | .35 /lbs | @ 26,520 lbs | = | \$ 9,282.00 |
| Universal B | .62 /lbs | @ 20,000 lbs | = | \$12,400.00 |
| SBR Fines | .06 /lbs | @ 30,000 lbs | = | \$ 1,800.00 |
| EPDM | .08 /lbs | @ 59,400 lbs | = | \$ 4,752.00 |
| Total Increase in US Dollars | | | | \$63,874.00 |

Total Cost in Canadian Dollars using 1.27 exchange rate is \$81,119.98

Please let me know if you have any questions or concerns.

Best Regards,



Michael Gasparovic
Vice President of Plant Operations and R&D



P.O. Box 27034, Dieppe, New Brunswick E1A 6V3
506-850-9403 matt@playteck.net www.playteckenterprises.com

April 6, 2022

Can-Am Platforms & Construction Ltd.

Attention: Max Day

Beynon Sports our supplier of materials is announcing a price increase on all products effective immediately. Keltic Transportation is also increasing the costs of delivery of our materials.

Please see details below for the updated price for your project order below.

Project Name: Town of Gander, NL Sports Complex Track
Location: Gander, NL
Expected Delivery Date: June 01, 2022

Updated Increase Material Quote: (based on updated USD pricing)

| | | |
|------------------------------|-------------------------|-------------|
| Beypour 280A | .36 /lbs @ 99,000 lbs = | \$35,640.00 |
| Beypour 250A | .35 /lbs @ 26,520 lbs = | \$ 9,282.00 |
| Universal B | .62 /lbs @ 20,000 lbs = | \$12,400.00 |
| SBR Fines | .06 /lbs @ 30,000 lbs = | \$ 1,800.00 |
| EPDM | .08 /lbs @ 59,400 lbs = | \$ 4,752.00 |
| Total Increase in US Dollars | | \$63,874.00 |

Total Cost in Canadian Dollars using 1.27 exchange rate is \$81,119.98

Increase in Shipping Costs from Keltic Transportation for 6 Loads x \$3,000.00 = \$18,000.00

Total Costs of Material and Shipping Increases in CND Funds \$ 99,119.98

Please let me know if you have any questions or concerns.

Best regards,



Mathieu Auffrey, President



Potential Upgrades Athletic Running Track

Town of Gander

.....

**BEYNON SPORTS SURFACES (BSS)
&
PLAYTECK ENTERPRISES INC.**

“The Official Track System of Athletics Canada.”

May 31, 2021



May 31, 2021

Mr. Max Day
General Manager
Can-Am Platforms & Construction Ltd.
709/786-1113

Dear Max,

Please find below the proposed upgrades and cost quotes for each of the three areas targeted for the track in Gander as per the request received.

We have developed the following scenario for you and trust you will find this of both interest and long-term value for the Town of Gander. In effect, these are some of the high-quality features we have installed at the Canada Games Athletic Track last fall at Brock University in St. Catharines, ON and which have been received so well by both the client and the local track community at this now certified World Athletics Class II track.

1. Coloured Exchange Zones

As you can see from the photos below from Brock University, the installation of coloured exchange zones is a feature becoming increasingly common in our elite track installations. As you can well imagine, a feature highly desired by both track athletes and officials as well, it assists greatly in the staging and performance of events such as 4 x 100 and other exchange races. Athletes really appreciate this feature as it is a direct visual aid for them to know their zones, likewise for officials as well in determining valid exchanges during actual track meets and competitions.



The choice of colour can be discussed with the client including potentially blue to match Town and provincial colours, although the grey colour displayed above links up very well with the red coloured track, as per Gander.



We have completed this feature at multiple other facilities across Canada including St. Mike's College in Toronto with our BSS 1000 track located on campus which we installed in 2016 in a double blue colour scheme:



The cost for supplying and installing these coloured exchange zones is **\$179,280** plus all taxes.

For the purpose of this discussion, we will assume that the colour options of either green or blue or grey is the colour selected for these exchange zones.

2. Upgrade to Hobart Texture

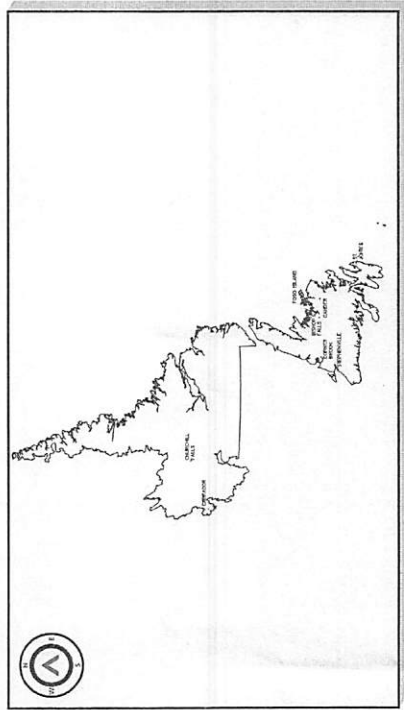
Likewise, as per the Canada Games Track at Brock University, we did the exact same upgrade feature in 2018 at Canada's largest track (almost 12,000 square meters) as well as installing our unique Hobart texture finish to both these tracks as well.

Saskatoon's Gordie Howe Sports Complex features our BSS 2000 Hobart track system with Saskatchewan green exchange zones.

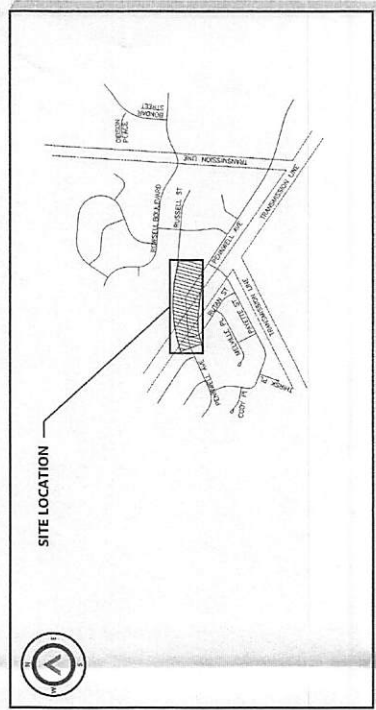
TOWN OF GANDER



**SPRUCE COURT
LAND DEVELOPMENT
PHASE 16**



LOCATION MAP
SCALE: N.T.S.



KEY PLAN
SCALE: N.T.S.

| DRAWING NO | DRAWING TITLE | REVISION |
|------------|----------------|----------|
| C1.01 | LOCATION PLAN | 0 |
| C1.02 | SITE PLAN | |
| C1.03 | PLAN & PROFILE | |
| C2.01 | DETAILS | |
| C2.02 | DETAILS | |
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DRAWING LIST

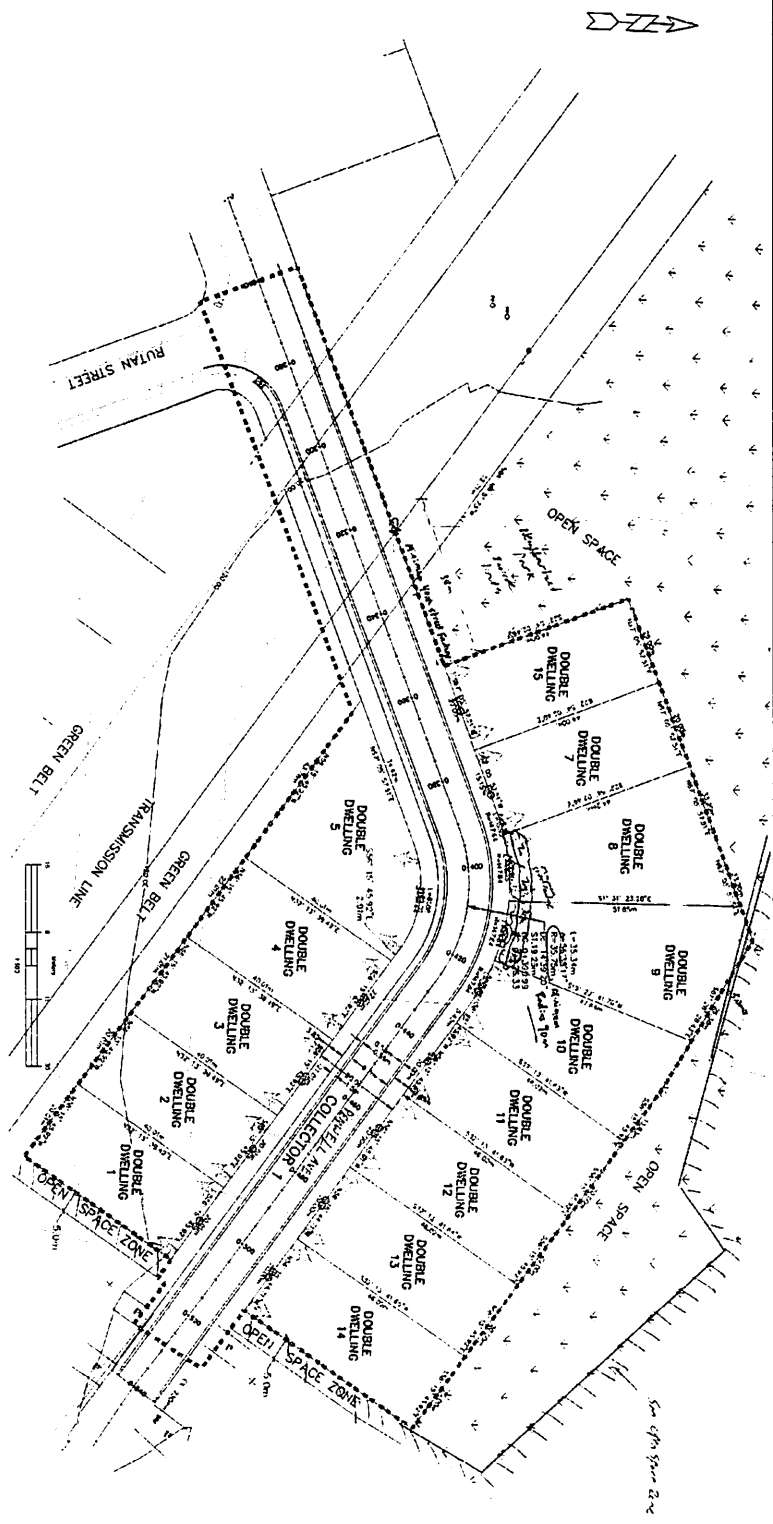
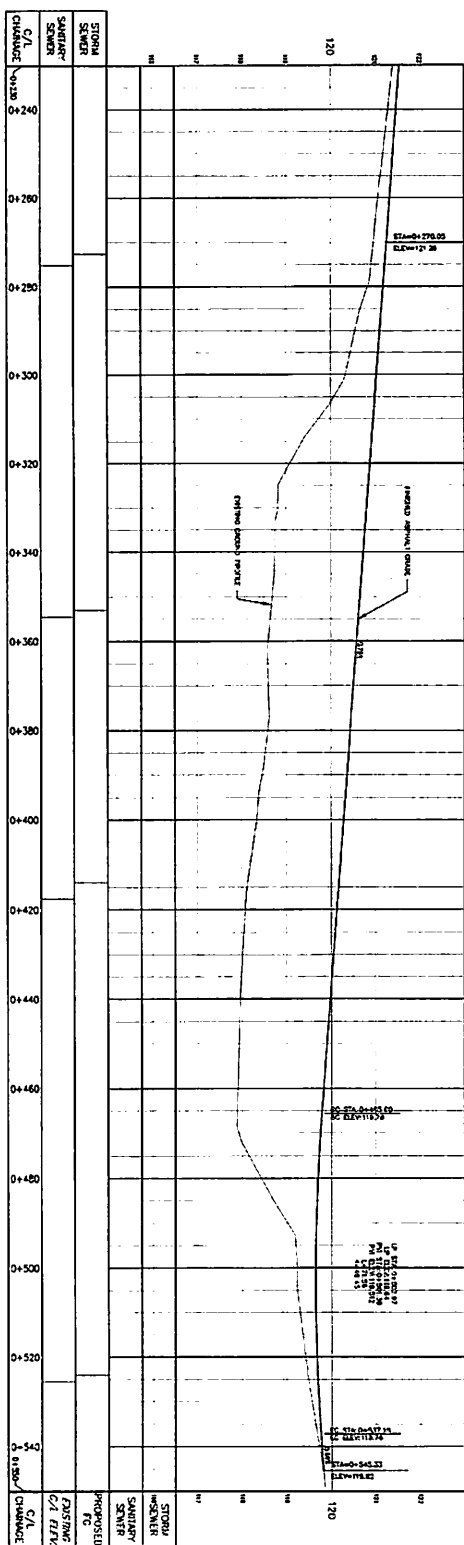
| CLIENT NO. | PROJECT NO. | DRAWING SET | DATE | BY | DATE |
|------------|-------------|-------------|----------|----|----------|
| 100022 | 100022 | A1 | 23/08/23 | AT | 23/08/23 |

| DATE | BY | DATE |
|----------|----|----------|
| 23/08/23 | AT | 23/08/23 |

DESCRIPTION: ISSUED FOR APPROVAL
 ISSUE DATE: 23/08/23



| NO. | DESCRIPTION | DATE |
|-----|-------------|------|
| | | |
| | | |
| | | |



| | |
|----------------|-------------------|
| STORM SANITARY | PROPOSED |
| STORM SANITARY | EXISTING |
| STORM SANITARY | EXISTING C/L ELEV |
| STORM SANITARY | C/L CHANGING |

Alnorth

SPRUC COURT
LAND DEVELOPMENT
PHASE 16

NOTES

1. SEE PLAN FOR DIMENSIONS AND THE CONSTRUCTION.
2. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED.
3. ALL DIMENSIONS TO FACE UNLESS OTHERWISE SPECIFIED.
4. ALL DIMENSIONS TO FACE UNLESS OTHERWISE SPECIFIED.

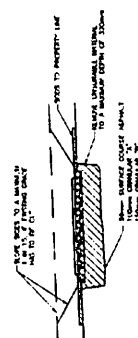
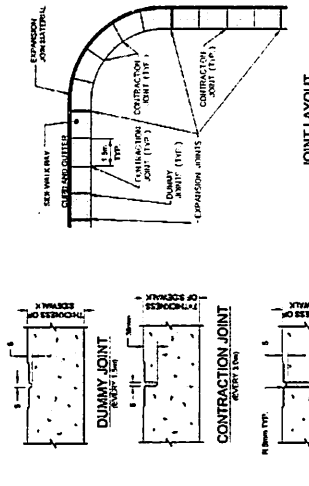
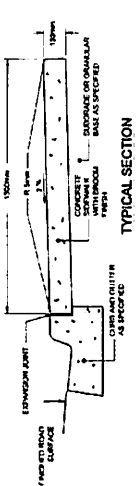
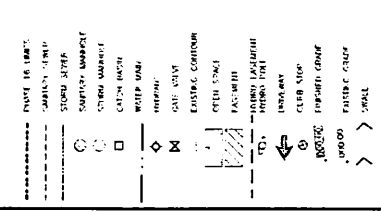
LEGEND

- PROPOSED FOOTPRINT
- - - - - EXISTING FOOTPRINT
- SANITARY SERVICE
- STORM SANITARY
- WATER MAIN
- OPEN SPACE
- GREEN BELT
- EXISTING
- HIGHWAY EXISTENCE
- CONCRETE
- GRASS
- ASPHALT DRIVE
- ASPHALT DRIVE
- ASPHALT DRIVE

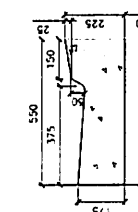
NOTES

- 1. PRELIMINARY CONTRACT - NOT FOR CONSTRUCTION
- 2. ALL MATERIALS AND WORKMANSHIP SHALL BE IN ACCORDANCE WITH THE SPECIFICATIONS AND STANDARDS OF THE CANADIAN ASSOCIATION OF ROAD & BRIDGE BUILDERS (C.A.R.B.B.)
- 3. ALL DIMENSIONS UNLESS OTHERWISE SPECIFIED ARE IN METERS
- 4. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED
- 5. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED
- 6. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED
- 7. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED

LEGEND



NOTE: THE WALKWAY SHALL BE BUILT TO MATCH THE PROFILE OF THE DRIVEWAY AND SHALL BE CONSTRUCTED TO THE SAME STANDARD AS THE DRIVEWAY. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED. A 150mm MINIMUM FINISH SHALL BE MAINTAINED THROUGHOUT.



NOTE: ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED. A 150mm MINIMUM FINISH SHALL BE MAINTAINED THROUGHOUT.

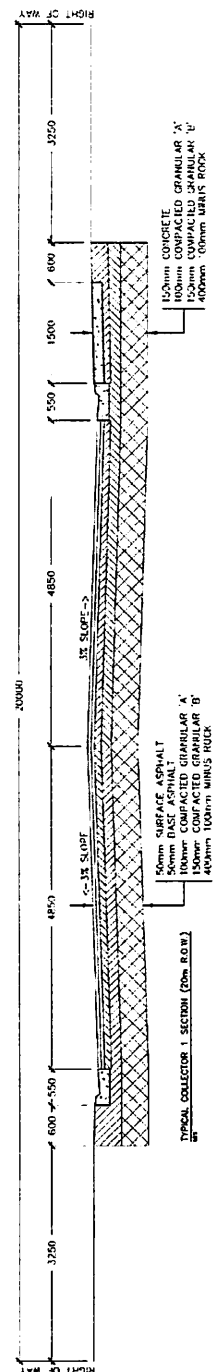


| NO. | DESCRIPTION | DATE |
|-----|-------------------------|----------|
| 1 | ISSUED FOR PERMIT | 10/15/10 |
| 2 | ISSUED FOR CONSTRUCTION | 11/15/10 |
| 3 | ISSUED FOR AS-BUILT | 12/15/10 |



| CLIENT | PROJECT | DATE |
|-------------------------------|----------|----------|
| SPRUCE COURT LAND DEVELOPMENT | PHASE 16 | 10/15/10 |

SPRUCE COURT LAND DEVELOPMENT PHASE 16



NOTE: ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED. A 150mm MINIMUM FINISH SHALL BE MAINTAINED THROUGHOUT.