



**TOWN OF GANDER  
MEETING  
REGULAR MEETING OF COUNCIL  
Wednesday, March 04, 2026, 04:00 PM  
Council Chambers**

Council Present:

Percy Farwell, Mayor  
Pat Woodford, Councillor  
Tara Pollett, Deputy Mayor  
Jim Lidstone, Councillor  
Krystle West, Councillor  
Samantha Abbott, Councillor

Staff Present:

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

Regrets:

Sheldon Handcock, Councillor

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**1. CALL TO ORDER**

The meeting was called to order by Mayor Farwell at 4:00 pm.

**2. LAND ACKNOWLEDGEMENT**

Mayor Farwell delivered the Land Acknowledgement.

**3. VISITORS/PRESENTATIONS**

**4. APPROVAL OF AGENDA**

The agenda for the Regular Meeting of Council was presented for approval.

Resolution: **26-037**

**Moved By** Deputy Mayor Pollett

**Seconded By** Councillor Woodford

**THAT** the agenda for the March 4, 2026 Regular meeting of Council be approved, as presented.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (6 to 0)**

## **5. APPROVAL OF PREVIOUS MINUTES**

### **5.1 February 11, 2026 - Regular Council Minutes**

Minutes from the February 11, 2026 Regular Meeting of Council were presented for approval.

Resolution: **26-038**

**Moved By** Deputy Mayor Pollett

**Seconded By** Councillor West

**THAT** the minutes from the February 11, 2026 Regular Meeting of Council be approved, as attached.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (6 to 0)**

### **5.2 February 27, 2026 - Special Meeting minutes**

Minutes from the February 27, 2026 Special Meeting of Council were presented for approval.

Resolution: **26-039**

**Moved By** Councillor Lidstone

**Seconded By** Deputy Mayor Pollett

**THAT** the minutes from the February 27, 2026 Special Meeting of Council be approved, as attached.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (6 to 0)**

## **6. BUSINESS ARISING FROM PREVIOUS MINUTES**

## **7. STANDING COUNCIL BUSINESS**

### **7.1 Governance and Legislative Services**

The Governance and Legislative Services Report was presented by Councillor Woodford.

#### **a. Community Standards Bylaw - First Reading**

The Community Standards By-Law was presented for first reading. The by-law is intended to set property maintenance standards, protect public spaces, and support community safety. The draft includes provisions for noise, exterior lighting, nuisances and unsightly premises, pest and vermin control, snow and ice depositing, enforcement, appeals, and penalties.

Resolution: **26-040**

**Moved By** Councillor Woodford

**Seconded By** Deputy Mayor Pollett

**THAT** Council approve First Reading of the Community Standards By-Law and proceed to Second Reading.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (6 to 0)**

#### **b. Accommodation Tax Sector Participation Policy - First Reading**

Council reviewed the proposed Accommodation Tax Sector Participation Policy, which establishes the Accommodation Tax Advisory Committee (ATAC) with majority

representation from accommodation providers, outlines a sector-led engagement model with weighted input, and confirms the allocation of Accommodation Tax revenues to the Event & Active Living Centre (or eligible scaled facility) and related marketing, attraction, and event-hosting initiatives.

Resolution: **26-041**

**Moved By** Councillor Woodford

**Seconded By** Councillor Lidstone

**THAT** Council approve First Reading of the Accommodation Tax Sector Participation Policy and proceed to Second Reading.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (6 to 0)**

**c. Federation of Canadian Municipalities - 2026 Conference**

The Committee discussed the upcoming Federation of Canadian Municipalities (FCM) conference scheduled for June 4–7, 2026, in Edmonton. Council reviewed the value of attending and noted that participation supports professional development, networking, and the Town’s advocacy efforts on municipal priorities. It was decided that this year the Mayor, the CAO (or designate), and Councilors West and Abbott will attend. Council also emphasized the importance of strategic attendance, encouraging delegates to coordinate session selections, divide responsibilities, and share key takeaways afterward to maximize benefit and avoid duplication.

**d. Municipalities Newfoundland and Labrador - International Women's Day**

Council received correspondence for information regarding Municipalities Newfoundland and Labrador’s initiative to collect and publish profiles of women-identifying municipal leaders in recognition of International Women’s Day (March 8). Staff will proceed to nominate eligible individuals.

**7.2 Planning and Public Works**

The Planning and Public Works report was presented by Councillor Abbott.

**a. Notable Dates**

Residents are reminded that winter parking restrictions are in effect from November

1st - April 30th, annually. During this time, no vehicle shall be parked on any street between midnight and 8:00 am, regardless of weather conditions, nor may any vehicle be parked such as to impede or interfere with snow clearing operations at any time of the day or night, at any time of the year.

Residents are reminded that it is illegal to throw, sweep, shovel or place snow or ice from any private property upon any town street or sidewalk, or such that it obstructs access to fire hydrants.

Please be advised that the Waste Transfer Station will be open on Saturday March 14th, 2026, from 8:00 a.m. to 4:00 p.m. Residents are encouraged to be at the site earlier in the day to ensure time to complete the service prior to closing.

**b. Accessory Building Regulations**

The town of Gander accessory building regulations were presented to Council with recommendation for changes as attached. The proposed changes will permit developers to invest more in all non-residential zones, provide opportunity for better utilization of existing developed properties and greater flexibility in attracting new development in Gander.

The accessory building regulations were previously adopted as regulations under the Municipalities Act, however, under the Towns and Local Service Districts Act they are now required to be enacted as a bylaw. The proposed amendments were presented for First Reading, and it was noted that the matter will be brought forward in bylaw form for Second Reading.

Resolution: **26-042**

**Moved By** Councillor Abbott

**Seconded By** Deputy Mayor Pollett

**THAT** Council approve the First Reading of the proposed amendments to the Town of Gander Accessory Building Regulations, as attached, and that the amendments be brought forward in the form of a bylaw for Second Reading, in accordance with the Towns and Local Service Districts Act.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (6 to 0)**

**c. Planning Departmental Report**

The Planning Department report for the period of January 29 to February 18 was presented to the Committee for review. The report summarized applications received, permits issued, compliance letters processed, and provided an overview of new construction activity during the period, as attached. It was noted that four applications were received, two building permits were issued, one occupancy permit was issued, and 13 compliance letters were completed.

**d. Public Works Departmental Report**

During the period of January 29 to February 18, the Public Works Department completed 45 deployments for snow and ice control and carried out 13 pothole repairs.

The Water and Sewer Division responded to 34 service calls and completed three repairs to municipal infrastructure.

**e. Municipal Plan Amendment MPA#7, 2025 and DRA#9, 2025 (Phase 2)**

The Town of Gander wishes to amend the Gander Municipal Plan and Development Regulations to accommodate more diverse housing types in a number of zones within the planning area boundary.

Resolution: **26-043**

**Moved By** Councillor Abbott

**Seconded By** Councillor West

**THAT** Tract Consulting proceed with Phase 2 of an amendment/review process of our Municipal Plan and our Development Regulations to develop a more inclusive, diverse housing type.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (6 to 0)**

**f. Town of Gander - Wastewater Effluent Report, 4th Quarter**

The Committee was presented with a summary of the Town of Gander Wastewater Effluent Quality Report, outlining wastewater quality results in relation to the Wastewater Systems Effluent Regulations for each parameter. The most recent report,

for the fourth quarter of 2025, indicated that effluent quality was within the recommended guidelines. It was also noted that composite samples are collected bi-weekly by Wastewater Treatment Plant Operators and submitted to an accredited laboratory for testing.

### **7.3 Community Services**

The Community Services report was presented by Councillor West.

#### **a. Upcoming Events**

The following events will take place in the coming weeks:

March 6 – 8: Gander Collegiate Concorde Cup

March 12 – 14: Dept. of Fisheries & Oceans Hockey Tournament

March 13 – 15: Central U15 AAA Female Hockey Tournament

March 18: Seniors Community Wellness Session

March 20 – 21: Cy Hoskins Tournament

#### **b. Kinsmen Club of Botwood**

Council discussed correspondence regarding the Kin Canada All-Newfoundland and Labrador Spring Zone 2026 Conference, scheduled for March 20–22, 2026, in Gander, with approximately 150 delegates expected to attend. The organizing committee requested municipal support through a hosting donation, specifically a conference advertisement and an item for inclusion in the delegates' registration kits. Council considered the recommendation to purchase a full-page advertisement at a cost of \$100. It was also noted that the Mayor has been invited to attend the banquet as a representative of the municipality.

Resolution: **26-044**

**Moved By** Councillor West

**Seconded By** Councillor Abbott

**THAT** a full page advertisement be purchased at a cost of \$100 for the Kin Canada All-Newfoundland and Labrador Spring Zone 2026 Conference in March.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

Carried (6 to 0)

**c. Cobbs Pond Dog Park Volunteer Support Committee**

Council discussed a request from a local volunteer group interested in forming a support committee for the dog park at Cobb's Pond Rotary Park. The group outlined plans to assist with park cleanups, fundraising, and establishing a communication channel between dog park users and the Town of Gander. Council noted the request to meet with a Town representative to discuss the proposed committee and next steps for collaborating on the initiative.

**d. Ridgedale Players Community Theatre**

Council discussed correspondence from Ridgedale Players, a non-equity community theatre based in Michigan, seeking guidance on identifying a meaningful charitable initiative to allow patrons to give back to the people of Gander and surrounding area in recognition of the community's support during the events of September 11, 2001. It was suggested that staff provide the group with information and contact details for the Gander Community Fund as a potential beneficiary.

**e. Theatre Calgary**

Council reviewed a sponsorship proposal from Theatre Calgary regarding its upcoming production of *Come From Away*, which outlined three sponsorship opportunities: Production Sponsor (\$50,000), General Sponsor (\$25,000), and Opening Night Sponsor (\$10,000). Following review and discussion, it was recommended that the Town not provide sponsorship for this production.

**f. Kiwanis Music Festival**

The Kiwanis Music Festival will be taking place from March 23 - 27, 2026. It is recommended to provide a gold sponsorship in the amount of \$250.

Resolution: **26-045**

**Moved By** Councillor West

**Seconded By** Councillor Lidstone

**THAT** a gold sponsorship, in the amount of \$250, be provided to the Kiwanis Music Festival.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor

**Carried (6 to 0)**

#### **7.4 Corporate Services**

The Corporate Services report was presented by Councillor Lidstone.

##### **a. Banking Services**

The Committee reviewed the evaluation results for RFP25-08 - Banking Services, completed by a three-member Town staff review team, noting that the proposed services exclude long-term borrowing. Following assessment of five submissions, Scotiabank is identified as the recommended proponent, having met all mandatory requirements and offering the best overall value to the Town, including the waiving of core banking service fees for the full contract term, competitive interest on surplus balances and line of credit rates, and a \$5,000 contribution toward transition costs to reduce implementation expenses.

Resolution: **26-046**

**Moved By** Councillor Lidstone

**Seconded By** Deputy Mayor Pollett

**THAT** RFP25-08 for banking services be awarded to Scotiabank for the term ending December 31, 2029.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (6 to 0)**

##### **b. Evangel Pentecostal Church Tax Exemption**

The Committee reviewed a request from the Evangel Pentecostal Church seeking a tax exemption for its residential housing units located at 55 and 57 Elizabeth Drive. The request meets the conditions outlined in the Town's Policy #F026 – Affordable Housing Tax Exemption and, as a result, the properties qualify for exemption from property and water/sewer taxes.

Resolution: **26-047**

**Moved By** Councillor Lidstone

**Seconded By** Councillor West

**THAT** the Evangel Pentecostal Church residential housing units at 55 and 57 Elizabeth Drive be exempt from property and water/sewer taxation for 2026.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (6 to 0)**

**c. Requisition for Salt**

The Committee reviewed a request from the Planning and Public Works Department for authorization to acquire additional salt to replenish inventory, noting that over 1,000 metric tonnes have been used to date due to current winter weather conditions.

It was reported that the approved 2026 salt budget is \$200,000, with expenditures currently totaling \$193,840, and that following the proposed purchase the Town will maintain an inventory of approximately 340 metric tonnes. It was noted that salt is procured through the provincial government tender process.

Resolution: **26-048**

**Moved By** Councillor Lidstone

**Seconded By** Deputy Mayor Pollett

**THAT** the Town purchase 160 metric tonnes of salt from Avalon Coal Salt and Oil Ltd. at a total cost of \$37,368.56, HST inclusive.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (6 to 0)**

**d. Golden Legion Manor Request for Tax Reduction**

The Committee reviewed a request from the Board of Directors of Golden Legion Manor seeking a municipal property tax reduction for its apartment buildings on Memorial Drive.

Golden Legion Manor requested the same consideration as other charitable and not-

for-profit organizations in the Town of Gander that receive municipal property tax exemptions.

Following discussion, Council agreed that a reduction in municipal property taxes would provide meaningful financial relief, support the continued availability of affordable seniors' housing, assist with required capital and accessibility improvements, and contribute to the long-term viability of this service, while providing comparable tax treatment to other non-profit organizations.

Resolution: **26-049**

**Moved By** Councillor Lidstone

**Seconded By** Councillor Abbott

**THAT** Golden Legion Manor be included on the 2026 Property Tax Exemption list for charitable and not-for-profit organizations and to approve the updated 2026 Schedule of Rates and Fees, as attached.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (6 to 0)**

## **7.5 Public Safety and Protective Services**

The Public Safety and Protective Services report was presented by Deputy Mayor Pollett.

### **a. February Stats**

The Committee received an update from Gander Fire Rescue advising that 12 calls for service were responded to in February, including five motor vehicle accidents, and motorists were reminded to use caution when driving in hazardous conditions.

The Committee also received an update from Municipal Enforcement indicating that, to date this season, 20 citations have been issued for obstructing snow clearing operations and 14 reported concerns were addressed regarding residents pushing snow into streets. Public Safety reminded residents that placing snow in the roadway is contrary to the Town of Gander's by-laws and creates a hindrance to Public Works snow clearing operations.

### **b. Adopt A hydrant**

Public Safety received 21 new submissions in February. The Winner of this months

draw is Jody Boyd.

The Town of Gander thanks everyone who provided submissions and residents who have been keeping fire hydrants clear. These efforts go a long way in supporting community safety.

**c. Equipment Donation**

The Town of Gander has received a donation from GlobalMedic of a firefighting “Skid Unit,” consisting of a 250-gallon tank with an attached pump and hose designed to fit in the back of a pickup truck. This equipment will enhance Gander Fire Rescue’s ability to respond to small brush fires in areas with limited access for a pumper truck and will help free up fire apparatus for other calls involving minor fires and investigations. It was noted that the unit will strengthen mutual aid capabilities when assisting Forestry, as the hose and connections are compatible with forestry appliances and complement the portable pump and hoses approved in the previous budget.

**d. Hazardous Zone Monitoring Initiative**

Gander Fire Rescue has been approached to participate in a pilot project to monitor firefighter exposure to IDLH (Immediately Dangerous to Life or Health) atmospheres. It was noted that the initiative involves SCBA (Self-Contained Breathing Apparatus) mounted devices that record the level of toxins and particulates to which firefighters are exposed.

At this time, Gander Fire Rescue, Conception Bay South, and Witless Bay are expected to participate, and Gander Fire Rescue is considered an ideal department for the pilot due to the frequency of live burns and the ability to conduct realistic training.

**e. Town Emergency Plan**

The Town of Gander received a letter encouraging municipalities to review their Emergency Plan for accuracy and to conduct a tabletop exercise to practice items outlined in the plan.

A preliminary review of the Town of Gander’s Emergency Plan has commenced and management will be engaged to review and discuss potential updates, processes, and other required revisions.

**7.6 Communications, Engagement and Strategy**

The Communications, Engagement and Strategy report was presented by Councillor West.

**a. Gander Heritage Oversight Committee**

Council was advised that a community-led heritage committee is being formed and noted that it remains open to being informed and engaged as the initiative progresses. Council acknowledged the importance of heritage initiatives and Gander's unique heritage, and noted its support for community-led initiative and leadership.

**b. 2025 Communications Year in Review**

Council received a presentation on the 2025 Communications Year in Review, outlining the Town's digital communications performance and public engagement outcomes. Key highlights included approximately 7.5 million impressions, 20,171 followers, 25,536 website link clicks, 173,858 video views, and an overall engagement rate of 5.48%.

Council was advised that significant growth was achieved compared to 2024, driven by increased posting consistency, expanded use of video, enhanced emergency communications during forest fire season, strong community storytelling, the launch of a LinkedIn presence, and the rollout of the Town's new brand.

Council also discussed the role of digital communications in service delivery, transparency, and community connection, as well as the Town's platform strategy and priority focus areas for 2026.

**c. Sale of Branded Merchandise**

Council discussed the potential sale of branded merchandise featuring the Town's community brand. The discussion highlighted potential benefits, including promoting community pride, supporting place branding efforts, and enhancing tourism visibility.

Council directed staff to prepare an Expression of Interest (EOI) to explore partnership opportunities with a vendor to develop and operate an online store on behalf of the Town. Further details will be brought forward for Council's consideration at a future meeting.

**d. Council Engagement Report**

Community engagement continues to be an important part of Council's work, supporting open communication, collaboration, and responsiveness to local needs. Over the past month, Council members participated in several community events and meetings, including:

- Attendance at the Gander Community Advisory Committee meeting, supporting ongoing dialogue on local health services and community health priorities.
- Participation in SnoBreak activities.
- Attendance at A Celebration of Black Excellence, Brilliance and Contributions in recognition of Black History Month.

As Council's spokesperson, the Mayor leads advocacy and strategic initiatives that support community priorities. Recent activities include:

- Bringing greetings at the grand opening of the Airport Nordic Ski Club.
- Bringing greetings at the U16 Curling Provincials Opening Ceremonies.
- A meeting with representatives from the Town of Lewisporte to discuss regional priorities and opportunities for collaboration.

## **8. ADMINISTRATION**

## **9. NEW BUSINESS**

The New Business Report was presented by Deputy Mayor Pollett.

### **9.1 Heritage Designation of Gander International Lounge**

This week, the Gander Airport International Lounge received provincial designation as a Registered Heritage Structure from Heritage NL.

Built in the late 1950s, the lounge has welcomed travellers from around the world and remains an important part of Gander's aviation story.

For many, it also represents the role our community played during the events of September 11.

This designation recognizes the historical and cultural importance of the space and helps ensure it will be preserved for the future.

On behalf of Council, we thank the International Lounge Foundation, Heritage NL, and everyone who worked to make this recognition possible.

While the International Lounge is now recognized as a heritage structure, our airport and our community remain a place to land, and a place where people are always welcome.

## **9.2 Multi – Year Capital Works Funding Reallocation**

Administration is requesting to reallocate projected savings from the 2020–2023 Multi Year Capital Works funding to address the Neighborhood Park project overage.

Resolution: **26-050**

**Moved By** Deputy Mayor Pollett

**Seconded By** Councillor Woodford

**THAT** the provincial share of funding under the MYCW 2020-2023 agreement be reallocated from Traffic Calming Cooper Blvd project #17-MYCW-24-00089 to Neighborhood Park project #17-MYCW-24-00090, in the amount of \$43,154.16, net HST.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (6 to 0)**

## **9.3 Re-Appointment of Assessment Commissioner**

Municipalities rely on the Assessment Act, 2006 as the foundation for assessing real property for the purpose of levying property taxes.

Property assessments are conducted by the NL Municipal Assessment Agency, mandated to systematically assess properties in municipalities using industry-based assessment techniques to ensure a fair and accurate determination of market value.

Under the provisions of the Act, there is an appeal process allowing property owners who believe their property has been improperly assessed to appeal to a third-party commissioner. The commissioner objectively considers arguments from the property owner or representative and the Municipal Assessment Agency Assessor. This process aims to provide a transparent and neutral avenue to ensure fairness for all parties involved.

The municipality is responsible for appointing an Appeal Commissioner to oversee this process.

Resolution: **26-051**

**Moved By** Deputy Mayor Pollett

**Seconded By** Councillor Woodford

**THAT** the Town of Gander reappoint Gerald Ralph as the Town of Gander Assessment Appeal Commissioner for 2026.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (6 to 0)**

Resolution: **26-052**

**Moved By** Deputy Mayor Pollett

**Seconded By** Councillor Woodford

**THAT** the Town of Gander reappoint Mitch Moran as the Town of Gander alternate Assessment Appeal Commissioner for 2026.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (6 to 0)**

#### **9.4 Appointment of Town Clerk**

A Hiring Committee comprised of Senior Management and Human Resource staff conducted an open job competition for the position of Town Clerk. Following the competition, the Hiring Committee recommended that Ms. Alexa Oldford be appointed as Town Clerk.

It was noted that an offer of employment has already been presented to and accepted by Ms. Oldford, conditional upon ratification by Council.

Resolution: **26-053**

**Moved By** Deputy Mayor Pollett

**Seconded By** Councillor Woodford

**THAT** Council accept the Hiring Committee's recommendation and, in accordance with Section 66 of the Towns and Local Service Districts Act, Ms. Alexa Oldford be appointed as the Town Clerk for the Town Council of Gander, effective March 4, 2026.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (6 to 0)**

**10. ADJOURNMENT**

Mayor Farwell requested a motion for adjournment.

Resolution: **26-054**

**Moved By** Councillor Woodford

**Seconded By** Deputy Mayor Pollett

**THAT** the meeting be adjourned at 4:47 pm.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (6 to 0)**

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P. Farwell, Mayor

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B. Hefford, Town Clerk



**TOWN OF GANDER  
MEETING  
REGULAR MEETING OF COUNCIL  
Wednesday, February 11, 2026, 04:00 PM  
Council Chambers**

Council Present:

Percy Farwell, Mayor  
Pat Woodford, Councillor  
Sheldon Handcock, Councillor  
Jim Lidstone, Councillor  
Krystle West, Councillor  
Samantha Abbott, Councillor  
Tara Pollett, Deputy Mayor

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  
Kelly Hiscock, Director of Corporate Services  
Jerry Knee, Director of Community Services  
Dave Shea, Fire Chief  
Kayla White, Manager of Communications, Branding and Partnerships

Regrets:

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**1. CALL TO ORDER**

The meeting was called to order by Mayor Farwell at 4:00 pm.

**2. LAND ACKNOWLEDGEMENT**

Mayor Farwell delivered the Land Acknowledgement.

**3. VISITORS/PRESENTATIONS**

**3.1 Proclamation - Scout Guide Week February 15-22, 2026**

Mayor Farwell proclaimed February 15-22, 2026 as Scout Guide Week in Gander.

**3.2 Proclamation - Heritage Week February 16-22, 2026**

Mayor Farwell proclaimed February 16, 2026 as Heritage Day and February 16-22, 2026 as Heritage Week in Gander.

**3.3 Proclamation - Black History Month February, 2026**

Mayor Farwell proclaimed February as Black History Month in Gander.

**3.4 Proclamation - 211 Day February 11, 2026**

Mayor Farwell proclaimed February 11, 2026 as 211 Day in Gander.

**3.5 Proclamation - Wear Red February 13, 2026**

Mayor Farwell proclaimed February 13, 2026 as Wear Red Canada Day in Gander.

**4. APPROVAL OF AGENDA**

The agenda for the Regular Meeting of Council was presented for approval.

Resolution: **26-017**

**Moved By** Deputy Mayor Pollett

**Seconded By** Councillor Handcock

THAT the agenda for the February 11, 2026 Regular meeting of Council be approved, as presented.

For (7): Mayor Farwell, Councillor Woodford, Councillor Handcock, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (7 to 0)**

**5. APPROVAL OF PREVIOUS MINUTES**

**5.1 January 21, 2026 Regular Council minutes for approval**

The Minutes for the January 21, 2026, Regular Meeting of Council was presented for approval.

Resolution: **26-018**

**Moved By** Deputy Mayor Pollett

**Seconded By** Councillor Handcock

THAT the minutes of the January 21, 2026 Regular Meeting of Council be approved, as presented.

For (7): Mayor Farwell, Councillor Woodford, Councillor Handcock, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (7 to 0)**

## **6. BUSINESS ARISING FROM PREVIOUS MINUTES**

## **7. STANDING COUNCIL BUSINESS**

### **7.1 Governance and Legislative Services**

The Governance and Legislative Services report was presented by Councillor Abbott.

#### **a. MHA Bettina Ford - Delegation**

Council met with the area MHA as an introductory discussion in her new role, focusing on strengthening municipal–provincial collaboration and alignment on shared priorities.

The MHA emphasized early engagement ahead of the House opening to confirm priorities and coordinate advocacy, and highlighted the importance of non-partisan cooperation on projects of regional and national significance.

Council discussed impacts of recent government changes on local projects, including the need to manage risk through phased approaches where appropriate.

Key opportunities related to defense, tourism, and air ambulance services were identified, with agreement on the importance of continued dialogue and targeted advocacy.

#### **b. MNL Symposium 2026**

Municipalities Newfoundland and Labrador (MNL) formally requested financial support from the Town of Gander to assist with hosting the 2026 MNL Symposium, scheduled for May 7–9, 2026, in Gander. Council recognized the event’s anticipated economic

impact and noted that the 2026 Symposium coincides with MNL's 75th Anniversary. The sponsorship package includes benefits such as complimentary registrations and an opportunity for the Town to address delegates. Consistent with Council's standing practice of setting sponsorship amounts comparable to the travel savings achieved when the conference is held locally, a sponsorship of \$2,500 was recommended, and staff will pursue additional opportunities to support the 75th Annual MNL Symposium. The Committee expressed its support for the event and its continued success.

Resolution: **26-019**

**Moved By** Councillor Abbott

**Seconded By** Deputy Mayor Pollett

**THAT** sponsorship be provided in the amount of \$2,500 to support the 75th Annual MNL Symposium.

For (7): Mayor Farwell, Councillor Woodford, Councillor Handcock, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (7 to 0)**

**c. Community Standards Bylaw**

As part of the internal review, the Committee discussed opportunities to streamline and consolidate certain existing regulations into the proposed by-law, including the potential rescission and incorporation of select regulations. It was advised that other regulations remain separate at this time. The Committee noted the importance of this work and that further review will be required to ensure clarity and a well-structured by-law, with the goal of presenting the draft for first reading at an upcoming Council meeting.

**d. FCM - Correspondence**

The Town received notice from the Federation of Canadian Municipalities (FCM) advising that the Town's Green Municipal Fund (GMF) application for SAASR – Closing the Loop: Multi-use Trail Connections in the Town of Gander (Application No. GMF CORE-25-0669) was not selected for funding. While the application underwent a full review, it was not advanced due to the high volume of submissions and limited projects moving forward in the selection process. FCM encouraged the Town to consider other GMF funding streams and related capacity-building programs, and staff will review potential alternative opportunities and report back as appropriate.

## 7.2 Planning and Public Works

The Planning and Public Works report was presented by Councillor Handcock.

### a. Subdivision of Land - 73&73A Bannock Street

The Committee reviewed a Development Application requesting the subdivision of Lot 221, Bannock Street (Civic No. 73) to facilitate a duplex residential dwelling unit. The proposed subdivision would create two legal properties, as described in the applicant's legal surveys titled Lot No. 221 Civic No. 73 (Job No. 10778A-25B) and Lot No. 221 Civic No. 73A (Job No. 10778A-25).

Staff confirmed that, upon subdivision, both lots will meet the requirements of the Town of Gander Development Regulations and the Design Standards for Streets and Subdivisions.

Resolution: **26-020**

**Moved By** Councillor Handcock

**Seconded By** Deputy Mayor Pollett

**THAT** the Town of Gander approve the application to subdivide 73 Bannock Street (Lot 221) to create two properties, as described in the legal surveys titled Lot No. 221 Civic No. 73 (Job No. 10778A-25B) and Lot No. 221 Civic No. 73A (Job No. 10778A-25).

For (7): Mayor Farwell, Councillor Woodford, Councillor Handcock, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (7 to 0)**

### b. Development Application - 280 Baird Place

Council received a development application to erect several 2.4 m high antennas at 280 Baird Place to serve as ground antennas for satellite communication providers, within a proposed 24 m x 17 m fenced compound. It was noted that the property is located within the Industrial General zone under the Town of Gander Development Regulations, where antenna use is permitted as a discretionary use of Council, and that no objections were received by the advertised deadline.

Resolution: **26-021**

**Moved By** Councillor Handcock

**Seconded By** Councillor Abbott

**THAT** the Town of Gander approve the development application, as submitted, to

permit antenna use at 280 Baird Place, subject to all conditions outlined in the permit.

For (7): Mayor Farwell, Councillor Woodford, Councillor Handcock, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (7 to 0)**

**c. Public Works Departmental Report**

During the period of January 1 to January 28, the Public Works Department reported 55 deployments for snow and ice control and completed three (3) pothole repairs. Over the same period, the Water and Sewer Division responded to 36 service calls and completed three (3) repairs to municipal infrastructure.

**d. Home Based Business - 7 Grandy Avenue**

Council received an application from Cleaning Duel to operate a home-based office for a commercial cleaning business at 7 Grandy Avenue. It was noted that a home occupation is permitted as a discretionary use within the applicable zone, the application was advertised in accordance with the Town's Development Regulations, and no objections were received by the advertised deadline.

Resolution: **26-022**

**Moved By** Councillor Handcock

**Seconded By** Deputy Mayor Pollett

**THAT** Cleaning Duel be permitted to operate a home-based office at 7 Grandy Avenue, subject to all conditions outlined in the permit.

For (7): Mayor Farwell, Councillor Woodford, Councillor Handcock, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (7 to 0)**

**e. Home Based Business - 10 Morgan Drive**

Council received an application from Kim White, Virtual Assistant, to operate a remote/internet-based administrative services and consulting business from 10 Morgan Drive. It was noted that a home occupation is permitted as a discretionary use within the applicable zone, the application was advertised in accordance with the

Town's Development Regulations, and no objections were received by the advertised deadline.

Resolution: **26-023**

**Moved By** Councillor Handcock

**Seconded By** Councillor Abbott

**THAT** Kim White, Virtual Assistant, be permitted to operate a home-based office at 10 Morgan Drive, subject to all conditions outlined in the permit.

For (7): Mayor Farwell, Councillor Woodford, Councillor Handcock, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (7 to 0)**

**f. Planning Departmental Report**

The Planning Department report for the period of January 1 to January 28 was presented to the Committee for review. During this period, five (5) applications were received, three (3) building permits were issued, five (5) occupancy permits were issued, and thirteen (13) compliance letters were completed.

**g. Home Based Business - 19A Brochen Street**

Council received an application from The Paint Isle to operate a home-based office for an interior painting, decorating, and organizing service at 19A Brochen Street. It was noted that a home occupation is permitted as a discretionary use within the applicable zone, the application was advertised in accordance with the Town's Development Regulations, and no objections were received by the advertised deadline.

Resolution: **26-024**

**Moved By** Councillor Handcock

**Seconded By** Councillor West

**THAT** The Paint Isle be permitted to operate a home-based office at 19A Brochen Street, subject to all conditions outlined in the permit.

For (7): Mayor Farwell, Councillor Woodford, Councillor Handcock, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (7 to 0)**

### **7.3 Community Services**

The Community Services was presented by Councillor Lidstone.

#### **a. Loopers Volleyball Club Travel Subsidy**

The Female U16 and Female U18 Looper's Volleyball Teams will be heading to Nationals to represent Newfoundland & Labrador in Calgary, Alberta this May.

Each team was given a travel subsidy of \$500 under the Grants, Subsidies & In-kind Services Policy to help support the Gander Athletes.

#### **b. Royal Canadian Legion Gander**

The Royal Canadian Legion has requested that a member of its Gander Branch serve on the 25th Anniversary of 9/11 Committee. After careful discussion, it was decided that the Committee's membership would remain unchanged; however, there may be an opportunity for a Legion member to contribute through a subcommittee role.

#### **c. Community Partnership Fund**

The 2026 Community Partnership Fund application period is now open, with submissions due by March 31, 2026. The program is available to eligible local charities and not-for-profit organizations in Gander through two funding streams: operating grants and capital grants. Further details and application information are available on the Town of Gander website ([www.gander.ca](http://www.gander.ca)).

#### **d. Upcoming Events**

The following events will take place in the coming weeks:

February 13 - 15: Central Icepak hosts the U13 AAA Male Hockey Tournament

February 18: Seniors Community Wellness Session

February 19 – 21: SnoBreak 2026

February 20 – 21: RCMP Memorial Hockey Tournament

February 22: Gander Minor Hockey Female U7/U9 Jamboree

February 27 – 29: Central Icepak hosts the U16 AAA Male Hockey Tournament

March 6 – 8: Gander Collegiate Concorde Cup

For further information on any event, please contact the Community Services Dept at 709-651-5927.

**e. Silver Jets Skating Club Ice Show**

A request was received from the Silver Jets Skating Club to remove the rink glass in support of their annual Ice Show scheduled for April 1. Council supported the request, recognizing the event's value to the community and authorizing staff to proceed with the rink set-up requirements as needed to facilitate a successful show.

**f. Steele Community Centre Advertising Contract**

Gander Minor Hockey's advertising contract at the Steele Community Centre expired in December 2025. Following review, the Committee supported extending the agreement and recommended that Council approve an extension of the advertising contract with Gander Minor Hockey to December 31, 2026.

Resolution: **26-025**

**Moved By** Councillor Lidstone

**Seconded By** Councillor Handcock

**THAT** the advertising contract with Gander Minor Hockey at the Steele Community Centre, which expired in December 2025, be extended to December 31, 2026.

For (7): Mayor Farwell, Councillor Woodford, Councillor Handcock, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (7 to 0)**

**g. Newfoundland & Labrador Outfitters Association**

The Newfoundland and Labrador Outfitters Association (NLOA) advised that the Outdoor Show, originally scheduled for April 2026 at the Steele Community Centre, has been cancelled. NLOA further confirmed that the event is expected to return in April 2027.

**h. 113th Annual Elks of Canada National Convention**

The Elks of Canada will host their National Convention in Gander from July 14–16, 2026 and requested support for the Town of Gander, including promotional items for convention kits, a letter from the Mayor for the convention booklet, a full-page

advertisement (\$300), and a hosting donation.

Following discussion, it was recommended that the Town provide a full-page advertisement at a cost of \$300 and a hosting grant of \$200 in support of the convention.

Resolution: **26-026**

**Moved By** Councillor Lidstone

**Seconded By** Councillor Woodford

**THAT** the Town of Gander provide the Elks of Canada with a full-page advertisement (\$300) and a hosting grant (\$200) in support of the National Convention in Gander, July 14–16, 2026.

For (7): Mayor Farwell, Councillor Woodford, Councillor Handcock, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (7 to 0)**

**i. 25th Anniversary of 9/11 - Council Involvement with Committee**

The committee discussed whether to appoint a Council delegate to serve on the 25th Anniversary of 9/11 Committee and decided not to proceed with an appointment at this time. Staff will continue to monitor the Committee's work, maintain communication as appropriate, and provide updates to Council as required.

**7.4 Corporate Services**

The Corporate Services report was presented by Deputy Mayor Pollett.

**a. Water and Sewer Taxation for Multi Units**

The Committee has reviewed the multi-unit property assessments completed by staff to determine whether the properties in question are considered subdivided. This clarification is necessary to accurately assess water and sewer levies for multi-unit properties. Specifically, it aims to differentiate between two-unit properties that are assessed as two legally subdivided properties, which would incur two water and sewer levies, and secondary units like basement apartments that, based on historical applications in Gander, would not be charged a second levy.

The criteria for determining legal subdivision included original subdivision agreements, available legal surveys, water and sewer lateral servicing, and compliance with

development standards. Following this comprehensive analysis, the Committee was presented with a list of properties assessed and recommended for adoption to confirm their legal subdivision status, thus eliminating any future ambiguity.

The properties identified in the attached schedule will be treated as existing non-conforming uses to ensure compliance with the Town's zoning and development regulations while this matter is addressed through the appropriate subdivision and permitting processes.

Resolution: **26-027**

**Moved By** Deputy Mayor Pollett

**Seconded By** Councillor West

**THAT** Council accept the attached schedule confirming legal subdivision status of the properties identified. The subdivided properties included in the schedule will be recognized as an existing non-conforming use, for the purposes of zoning compliance and administration of subdivision applications.

For (7): Mayor Farwell, Councillor Woodford, Councillor Handcock, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (7 to 0)**

**b. RFP26-01 Request for Proposal Provision of Beer Sales**

*Councillor Handcock declared potential conflict of interest due to the recipient being a client and left Council Chambers at 4:42 pm.*

*Councillor Handcock left the committee meeting at 1:30 pm due to potential conflict of interest.*

The Committee reviewed three submissions received in response to RFP26-01, issued for the provision of beer services at Town facilities and during special events, including but not limited to the Steele Community Centre, Cobb's Pond Rotary Park, the Festival of Flight, Winter Carnival, sporting events, concerts, and other Town-hosted gatherings. Following evaluation, it was recommended that the contract be awarded to Molson Coors for a five-year term, effective immediately.

*Councillor Handcock returned to the committee meeting at 1:35 pm.*

Resolution: **26-028**

**Moved By** Deputy Mayor Pollett

**Seconded By** Councillor Woodford

**THAT** RFP26-01 for the provision of beer services be awarded to Molson Coors for a five-year period, effective immediately, and that the Town accept the proposal as submitted, which includes a financial contribution of \$7,000, the provision of fifty (50) dozen cans of product, and \$800 toward the purchase of cups, per year.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

Conflict (1): Councillor Handcock

**Carried (6 to 0)**

Councillor Handcock returned to Council Chambers at 4:47 pm.

**c. RFQ25-18 - Supply and Delivery of One Electric Pickup Truck 1/2 Ton**

*Councillor Lidstone declared conflict of interest due to place of business and left Council Chambers at 4:47 pm.*

*Councillor Lidstone left the committee meeting at 1:35 pm due to conflict of interest.*

At the Council meeting of August 6, 2025, Council approved awarding the contract for the supply and delivery of a full-size electric pickup truck to Kelly Ford. Following an initial delay related to a fire at the production facility, staff were advised that the supplier subsequently discontinued production of the Ford Lightning pickup truck.

It is recommended that the award to Kelly Ford be cancelled and that management consider an electric vehicle as part of the 2026 fleet replacement strategy.

*Councillor Lidstone returned to the committee meeting at 1:40 pm.*

Resolution: **26-029**

**Moved By** Deputy Mayor Pollett

**Seconded By** Councillor Abbott

**THAT** Motion #25-185 be rescinded and RFQ25-18 for the supply and delivery of one electric pickup truck be cancelled.

For (6): Mayor Farwell, Councillor Woodford, Councillor Handcock, Deputy Mayor Pollett, Councillor West, and Councillor Abbott

Conflict (1): Councillor Lidstone

**Carried (6 to 0)**

*Councillor Lidstone returned to Council Chambers at 4:50 pm.*

**d. 2026 New Tax Structure with Assessment Values**

Section 118 of the Towns and Local Service Districts Act requires that the Town's tax structure include both a base rate and an additional percentage, and therefore a revised tax structure must be approved to align assessment levels with the base rate and a corresponding mil rate. It was noted that adopting the updated tax structure will not affect the 2026 tax levy already issued.

Resolution: **26-030**

**Moved By** Deputy Mayor Pollett

**Seconded By** Councillor Woodford

**THAT** the new tax structure be added to the 2026 Schedule of Rates and Fees, as outlined in the attached document.

For (7): Mayor Farwell, Councillor Woodford, Councillor Handcock, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (7 to 0)**

**e. Supply and Delivery of Gas, Diesel and Heating Contract Extension**

The Town's current contract for the supply and delivery of gasoline, diesel, and furnace oil is held with Melvin Parsons Ltd. and is scheduled to expire on April 30, 2026. It was noted that the agreement includes a provision permitting an extension beyond the original term under the same rates and conditions.

Resolution: **26-031**

**Moved By** Deputy Mayor Pollett

**Seconded By** Councillor Handcock

**THAT** the Town extend the current contract with Melvin Parsons Ltd. for the supply and delivery of gasoline, diesel, and furnace oil to April 30, 2027, maintaining all previously agreed terms, conditions, and pricing.

For (7): Mayor Farwell, Councillor Woodford, Councillor Handcock, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (7 to 0)**

**f. Request for Exemption from Property Tax**

The Christian Missionary Fellowship International Corp requested a property tax exemption for its church located at 35 Armstrong Boulevard. Council noted that Section 121 of the Towns and Local Service Districts Act provides an exemption from real property tax for churches and other places of worship, together with the land they occupy. The exemption will be applied once the Municipal Assessment Agency issues a supplementary report confirming the church's tenant status for the property.

**g. OC25-05 Gander WTP Compressor Replacement**

Tender #OC25-05 for the supply and installation of a new compressor for the Water Plant was presented to Council for consideration. Two (2) bids were received, and it was recommended that the tender be awarded to the lowest qualified bidder, Black & McDonald Limited. Council noted that the recommended price exceeds the approved budget by \$298,601.64.

Resolution: **26-032**

**Moved By** Deputy Mayor Pollett

**Seconded By** Councillor Woodford

**THAT** Tender #OC25-05 for the supply and installation of a new compressor for the Water Plant be awarded to Black & McDonald Limited in the amount of \$660,100.00, HST inclusive.

For (7): Mayor Farwell, Councillor Woodford, Councillor Handcock, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (7 to 0)**

**7.5 Public Safety and Protective Services**

The Public Safety and Protective Services report was presented by Councillor West.

**a. Dept. of Justice and Public Safety - Financial Assistance**

Staff advised that, as part of ongoing fleet renewal planning, a new application is being prepared for provincial assistance. The Town previously applied under the Province's Fire Protection Vehicle Program, however, the Town was advised that funding was not available for the current fiscal year as program funds had been fully allocated, and that the Town may reapply for the 2026/2027 fiscal year beginning January 1, 2026.

Staff confirmed that a new application has been initiated and acknowledged that securing this funding may require multiple submissions.

**b. Adopt a Hydrant**

Public Safety advised that nine (9) submissions were received for the Town's Adopt-a-Hydrant initiative, and the January winner was Darren Murphy.

The Town extended thanks to all residents who submitted entries and to those clearing access to hydrants throughout the community, and confirmed that all submitted names will remain in the draw for next month.

**c. Junior Firefighter's Progress**

The Fire Department provided an update on the Junior Firefighter Program, which began in October and is scheduled to run through mid-May. Participants completed Standard First Aid on January 24–25, and training to date has included donning and doffing personal protective equipment, self-contained breathing apparatus familiarization and practical work, victim search and removal, ground ladders, ropes and knots, and equipment and building familiarization. It was noted that approximately 14 weeks remain in the program, which will culminate in a supervised live-burn fire extinguishment exercise.

**d. January Stats**

Gander Fire Rescue reported responding to 23 calls for service in January, up from 17 in January 2025. Calls included four chimney fires and seven motor vehicle collisions, compared to two chimney fires and two motor vehicle collisions during the same period last year. The Department reminded motorists that "Snow Means Slow" and encouraged caution while driving, particularly on the highway.

In addition, Fire Rescue completed 19 fire inspections, five occupancy inspections, and four home oxygen inspections. Municipal Enforcement reported 63 citations and 42 incident reports for the month, slightly lower than last year's 73 citations and 51 incident reports.

## **7.6 Communications, Engagement and Strategy**

The Communications, Engagement and Strategy report was presented by Councillor Woodford.

### **a. New Town Newsletter**

The Town of Gander has launched a new monthly newsletter using updated technology and new branding. If you were subscribed to the previous newsletter, you will need to sign up to this one to continue receiving updates.

The newsletter includes public notices, council highlights, events, and town updates. A sign-up link is available on the homepage of the Town of Gander website.

### **b. Gander 9/11 Heritage Minute Background Volunteer Call**

Council received correspondence from the Heritage Minute production team regarding an upcoming filming project in Gander in March 2026, recognizing the community's historic contributions during September 11, 2001.

The production is seeking volunteer background actors of all ages, and Council is sharing this information for any residents who may be interested in participating.

Filming will take place at the Gander International Airport on Saturday, March 21, 2026, beginning at 8:00 a.m., with March 22 as a weather day.

Anyone interested can sign up by emailing [BGcasting911@gmail.com](mailto:BGcasting911@gmail.com) and indicating whether they are available for Group A (8–10 a.m.) or Group B (full day).

### **c. Supporting Gander Public Library Monthly Reading Challenge**

The Programming Coordinator for the Gander Public Library contacted the Town to request support for their monthly reading challenge. Local businesses and organizations have been donating items and gift cards for prizes. The Town of Gander provided three swag bags to support the initiative and will continue to support it as opportunities arise.

### **d. Council Engagement Report**

Community engagement continues to be an important part of Council's work, supporting open communication, collaboration, and responsiveness to local needs. Over the past month, Council members and the Mayor participated in several community events and meetings, including:

- Attendance at the NL Health Services Family Care Team Open House, supporting ongoing collaboration on primary health care initiatives in the community.
- Participation in a full-day Strategic Planning Session with Council and senior staff to review priorities and support long-term planning.
- Representation at the NL Federation of Agriculture President’s Reception, strengthening connections with provincial partners and stakeholders.
- A meeting with the Honourable Pleaman Forsey, Minister of Forestry, Agriculture and Lands and Minister of Crown Lands, to discuss shared priorities and opportunities for collaboration.
- A meeting with MHA Bettina Ford to discuss local matters and ongoing advocacy efforts.

**8. ADMINISTRATION**

**9. NEW BUSINESS**

**10. ADJOURNMENT**

Mayor Farwell requested a motion for adjournment.

Resolution: **26-033**

**Moved By** Councillor Woodford

**Seconded By** Deputy Mayor Pollett

**THAT** the meeting be adjourned at 5:06 pm.

For (7): Mayor Farwell, Councillor Woodford, Councillor Handcock, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (7 to 0)**

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B. Hefford, Town Clerk



## **SCOUT GUIDE WEEK**

February 15<sup>th</sup> – 22<sup>nd</sup>, 2026



### ***Proclamation***

**Scouting** and **Guiding** are celebrating the anniversary of the birth of their founders, Lord and Lady Baden-Powell, from Sunday, February 15<sup>th</sup> to Sunday, February 22<sup>nd</sup>, 2026.

In Canada there are approximately 150,000 members involved in Scouting and Guiding. In Newfoundland and Labrador more than 5,000 Scouting and Guiding members serve as committed youth, leaders, group committee members and commissioners.

Scout-Guide Week is an opportunity to celebrate the birth of the founders on February 22<sup>nd</sup> and an opportunity to share our goals and achievements with all members of the community. Each member of Scouting and Guiding in Newfoundland and Labrador is encouraged to celebrate this special week.

Therefore, I do hereby proclaim the week of February 15<sup>th</sup> to 22<sup>nd</sup> to be Scout-Guide Week in our community.

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Name

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Date

Dated February 11<sup>th</sup>, 2026

Scouts Canada Celebrating 119 years of service to youth.

Girl Guides of Canada Celebrating 116 years of service to youth.



Heritage NL

[www.heritagenl.ca](http://www.heritagenl.ca)

## Heritage Day/Week Proclamation 2026

**WHEREAS**, the third Monday in February is recognized nationally as Heritage Day; and

**WHEREAS**, Heritage Day and Heritage Week are a time to reflect on the achievements of past generations and to accept responsibility for protecting our heritage; and

**WHEREAS**, our citizens should be encouraged to celebrate Newfoundland and Labrador's uniqueness and to rejoice in our heritage; and

**WHEREAS**, in 2026 the residents of Newfoundland and Labrador will celebrate our rich and diverse heritage.

**THEREFORE**, I, **Percy Farwell** on behalf of the **Town of Gander** do hereby proclaim **Monday, February 16, 2026 as Heritage Day and February 16-22, 2026 as Heritage Week**, and call upon all citizens to celebrate the richness of our past and the promise of our future.

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Mayor



## **Proclamation for the Town of Gander**

Black History Month Proclamation

February 2026

**WHEREAS**, February is recognized across Canada as Black History Month, a time to celebrate and honour the history, achievements, and contributions of Black Canadians to the social, cultural, economic, and political life of our nation; and

**WHEREAS**, 2026 marks **30 years of official recognition of Black History Month in Canada**, providing an opportunity to reflect on the enduring legacy of Black communities and the vital role they have played in building and strengthening this country; and

**WHEREAS**, the 2026 national theme, *“30 Years of Black History Month: Honouring Black Brilliance Across Generations — From Nation Builders to Tomorrow’s Visionaries,”* recognizes the leadership, creativity, resilience, and innovation of Black Canadians whose contributions have shaped our past, continue to influence our present, and inspire our future; and

**WHEREAS**, Black Canadians have made significant contributions in fields such as education, health care, business, arts, sports, public service, science, and community leadership, enriching communities across Newfoundland and Labrador and throughout Canada; and

**WHEREAS**, the Town of Gander is committed to fostering a community that values equity, diversity, inclusion, mutual respect, and understanding, and recognizes that learning from one another strengthens our shared future; and

**WHEREAS**, Black History Month provides an opportunity for residents of Gander to engage in meaningful dialogue, celebrate Black excellence, and acknowledge the ongoing work toward justice, equality, and belonging for all;

**NOW THEREFORE**, I, **Percy Farwell**, Mayor of the Town of Gander, do hereby proclaim the month of **February 2026** as **Black History Month** in the Town of Gander, and encourage all residents to reflect, learn, and participate in activities that honour the contributions and lived experiences of Black Canadians.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Seal of the Town of Gander to be affixed this 11th day of February, 2026.

Mayor, Town of Gander



# 211 Day Proclamation

**Increasing Awareness of 211 in Newfoundland and Labrador for National 211 day, February 11, 2026**

**WHEREAS:** February 11 is proclaimed as 211 Day in Newfoundland Labrador; and

**WHEREAS:** the main goal of 211 is to connect people in our province with help when they need it most. 211 is Canada's primary source of information and referral for government and community-based programs and other social services. It operates 24 hours a day, seven days a week, is free and confidential, and can accommodate over 150 different languages. It can also connect people to clinical programs and services upon request through life transfers. All calls are answered by trained and certified service navigators who are ready to listen, assess, provide service navigation and referrals if needed; and

**WHEREAS:** 211 will be organizing building illuminations, inviting mayors of municipalities in Newfoundland and Labrador to proclaim February 11 as 211 day, distributing 211 promotional materials, and offering information sessions both in person and virtually to raise awareness of the 211 service; and

**WHEREAS:** these activities will raise awareness of the 211 information and referral service and that it can be accessed by anyone living in Newfoundland Labrador by phone, website, or chat; and

**THEREFORE:** I, **Mayor Percy Farwell**, do hereby proclaim February 11, 2026 as 211 day in the municipality of **Gander**.

Signed at Town hall, Gander, NL on this 11<sup>th</sup> day of February 2026.

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Mayor



## WEAR RED CANADA DAY

**February 13, 2026**

**WHEREAS**, Heart disease is the number one killer of women worldwide and the leading cause of premature death for Canadian women, a fact unknown to many women and their healthcare providers; and

**WHEREAS**, The Canadian Women's Heart Health Alliance is an organization of volunteer health professionals and patients working hard to improve women's heart health; and

**WHEREAS**, **Wear Red Canada Day** is celebrated annually to raise awareness for all Canadians, but especially Canadian women, to be mindful, curious, and proactive in the management of their heart health and wellness; and

**WHEREAS**, We want to see better prevention, diagnosis, and care and fewer women dying prematurely from heart disease;

**THEREFORE**, I, **Percy Farwell**, Mayor of **Gander**, do hereby proclaim **February, 13, 2026** **Wear Red Canada Day** in **Gander, NL**.

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Mayor



**TOWN OF GANDER  
MEETING  
REGULAR MEETING OF COUNCIL  
Wednesday, January 21, 2026, 04:00 PM  
Council Chambers**

Council Present:

Percy Farwell, Mayor  
Pat Woodford, Councillor  
Tara Pollett, Deputy Mayor  
Jim Lidstone, Councillor  
Krystle West, Councillor  
Samantha Abbott, 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  
Kelly Hiscock, Director of Corporate Services  
Jerry Knee, Director of Community Services  
Dave Shea, Fire Chief  
Kayla White, Manager of Communications, Branding and Partnerships

Regrets:

Sheldon Handcock, Councillor

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**1. CALL TO ORDER**

The meeting was called to order by Mayor Farwell at 4:00 pm.

**2. LAND ACKNOWLEDGEMENT**

Mayor Farwell delivered the Land Acknowledgement.

**3. VISITORS/PRESENTATIONS**

Council would like to thank everyone who came out for the Gander Lions Club Santa Claus Parade. It was an extra great turnout along the streets, with some very creative floats.

We are pleased to announce this year's winners:

Best Family/Neighbourhood: The Wilcockson Express

Best Non-Commercial: Forest Fire Protection Centre

Best Commercial: Flossy the Snowman – Gander Family Dental

Thank you to the Lions Club, the float teams, volunteers, and everyone who came out to enjoy the parade.

#### **4. APPROVAL OF AGENDA**

The agenda for the Regular Meeting of Council was presented for approval.

Resolution: **26-001**

**Moved By** Councillor Woodford

**Seconded By** Councillor West

**THAT** the agenda for the January 21, 2026 Regular meeting of Council be approved, as presented.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (6 to 0)**

#### **5. APPROVAL OF PREVIOUS MINUTES**

##### **5.1 December 17, 2025 Regular Council minutes for approval**

The minutes from the December 17, 2025 Regular meeting of Council were presented for approval.

Resolution: **26-002**

**Moved By** Deputy Mayor Pollett

**Seconded By** Councillor Lidstone

**THAT** the minutes from the December 17, 2025 Regular meeting of Council be approved, as presented.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor

**Carried (6 to 0)**

**6. BUSINESS ARISING FROM PREVIOUS MINUTES**

**7. STANDING COUNCIL BUSINESS**

**7.1 Governance and Legislative Services**

The Governance and Legislative Services report was presented by Councillor Lidstone.

**a. Public Communications Policy - Second Reading**

The Public Communications Policy was presented for second reading and adoption. The policy outlines how the Town communicates with the public, including defined roles and responsibilities, appropriate use of official communication channels, and standards for consistency, accuracy, and professionalism. It also provides direction on the use of the Town's brand and visual identity to ensure that all communications are clear, consistent, and easily recognizable.

Resolution: **26-003**

**Moved By** Councillor Lidstone

**Seconded By** Deputy Mayor Pollett

**THAT** the Public Communications Policy be adopted as presented, and that the current Communications Policy - Policy A021 be rescinded.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (6 to 0)**

**b. MNL - Seeking host town for 2026 Central Regional Meeting**

Municipalities Newfoundland and Labrador (MNL) is currently seeking expressions of interest from Central Region member municipalities interested in hosting the 2026 Central Regional Meeting, scheduled for September. The event typically includes a full day of sessions on Friday and a half-day on Saturday, with expected attendance of 30 to 50 participants. Host municipalities are expected to provide appropriate meeting

space and have sufficient local accommodations. While Council agreed to allow smaller municipalities the initial opportunity to express interest, it was noted that the Town is prepared to step in and host the event if no other submissions are received.

**c. Mandatory Training**

Mandatory orientation training requirements were presented for discussion, as outlined in the *Municipal Conduct Act* and *Municipal Conduct Regulations*. Councillors elected in the 2025 Municipal General Election are required to complete all modules of the training within six months of being sworn in.

Virtual sessions for Modules one through four are currently being offered through January 2026, with in-person sessions expected in February and March.

Participation is monitored to ensure compliance with legislative requirements.

**d. 2026 Meeting Schedule**

The 2026 Council meeting schedule was presented for approval, outlining proposed dates for Regular Council Meetings, Committee of the Whole sessions, and the summer meeting schedule. Additional meetings, including Special Meetings of Council, will be called as necessary.

Resolution: **26-004**

**Moved By** Councillor Lidstone

**Seconded By** Councillor Woodford

**THAT** the 2026 Council meeting schedule, including Regular Council Meetings, Committee of the Whole sessions, and the summer schedule, be approved as presented.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (6 to 0)**

**e. Code of Conduct Findings**

*Mayor Farwell, Deputy Mayor Pollett, and Councillor Woodford declared conflict of interest and left Council Chambers at 4:11 pm.*

*In the absence of Mayor Farwell for this discussion, Councillor Abbott chaired the*

*meeting.*

In accordance with section 7 of the *Municipal Conduct Act*, where one or more councillors have declared a conflict of interest under subsection 6(1) and the number of councillors remaining is insufficient to form a quorum, a reduced quorum may apply. In this case, four of seven councillors have declared a conflict in relation to a Code of Conduct matter, leaving only three councillors able to participate. As permitted under subsection 7(1), where at least two councillors remain, those remaining shall constitute a quorum for the purpose of discussing and voting on the matter.

The Committee reviewed the consultant's findings related to Code of Conduct Complaint #OCT2024. The investigation was carried out in accordance with applicable procedures, and the Committee was satisfied that the matter had been handled appropriately.

Resolution: **26-005**

**Moved By** Councillor Lidstone

**Seconded By** Councillor West

**THAT** Council accept the consultant's findings related to Code of Conduct Complaint #OCT2024.

For (3): Councillor Lidstone, Councillor West, and Councillor Abbott

Conflict (3): Mayor Farwell, Councillor Woodford, and Deputy Mayor Pollett

**Carried (3 to 0)**

*Mayor Farwell, Deputy Mayor Pollett, and Councillor Woodford returned to Council Chambers at 4:15 pm.*

## **7.2 Planning and Public Works**

The Planning and Public Works report was presented by Councillor Lidstone.

### **a. Municipal Plan Amendment #7, 2025 & Development Regulations Amendment #9, 2025**

The proposed Municipal Plan Amendment # 7, 2025 and Development Regulations Amendment # 9, 2025, as requested by Council, is now ready for adoption. This amendment proposes to amend the Gander Municipal Plan and Development Regulations in support of the Housing Modernization Regulatory Review - Housing

Accessibility Fund-First Phase. A draft copy of the amendment was sent to the Department of Municipal Affairs and was released from provincial review on December 10, 2025.

Resolution: **26-006**

**Moved By** Councillor Lidstone

**Seconded By** Councillor Abbott

**THAT** the proposed Municipal Plan Amendment # 7, 2025 and Development Regulations Amendment # 9, 2025 be adopted under Section 16(1) of the Urban and Rural Planning Act, 2000.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (6 to 0)**

**b. Town of Gander Wastewater Effluent Quality Report - 2025, 3rd Quarter**

The Committee reviewed a summary of the Town of Gander's Wastewater Effluent Quality Report. The report outlines the Town's wastewater quality in relation to the Wastewater Systems Effluent Regulations for each parameter. The most recent data, from the third quarter of 2025, indicates that effluent quality remains within the recommended guidelines. Composite samples are collected bi-weekly by the Wastewater Treatment Plant Operators and submitted to an accredited laboratory for analysis.

**c. Town of Gander - Tap Water Quality Report - Spring 2025**

The Committee reviewed a summary of the Town of Gander's Tap Water Quality Report. The report, based on testing conducted and reported by the Provincial Government, evaluates water quality using the Canadian Drinking Water Guidelines for each parameter. The most recent data, from Spring 2025, indicates that the Town's Water Quality Index is rated as "excellent," signifying a virtual absence of impairment and conditions nearing pristine levels. This rating reflects consistent compliance with recommended guidelines. The full report is accessible through the Government of Newfoundland and Labrador's Environment and Climate Change Water Resources Management webpage at [maps.gov.nl.ca/water](https://maps.gov.nl.ca/water).

**d. Development Application - 230 Airport Boulevard**

Council received an application from the property owners to renovate the building

located at 230 Airport Boulevard to allow for the addition of an apartment building and/or hotel occupancy. The property is located in a Commercial General (CG) zone, where both Apartment Building and Commercial Residential (hotel/motel) uses are listed as discretionary uses under the Town of Gander Development Regulations. The application was publicly advertised, and no objections were received by the deadline.

Resolution: **26-007**

**Moved By** Councillor Lidstone

**Seconded By** Deputy Mayor Pollett

**THAT** the Town of Gander approve the development application, as attached, to permit Apartment Building and commercial Residential (hotel/motel) uses at 230 airport Boulevard, subject to all conditions outlined in the permit.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (6 to 0)**

**e. Public Works Departmental Report**

Between December 4 and December 31, the Public Works Department responded to 15 snow and/or ice events and completed 2 pothole repairs. During the same period, the Water and Sewer Division responded to 25 service calls and carried out 6 repairs to municipal infrastructure.

**f. Planning Departmental Report**

The Planning Department report for the period of December 4 to December 31 was presented to the Committee for review. The report provided a summary of applications received, permits issued, compliance letters processed, and an overview of new construction activity during the period. Year-to-date, a total of 48 new residential buildings have been constructed, contributing 93 new dwelling units within the community.

**7.3 Community Services**

The Community Services report was presented by Deputy Mayor Pollett.

**a. SnoBreak Winter Carnival**

The Committee was informed that SnoBreak will take place from February 19–21,

2026, with a schedule featuring popular events such as Let's Get Messy and Game Night, among others. Local organizations are invited to participate by hosting their own events, such as pancake breakfasts, mooseburger sales, scavenger hunts, chili lunches, or new activities. This provides an opportunity to both contribute to the community celebration and support fundraising efforts. Interested groups are encouraged to contact the department at 709-651-5929 by Friday, February 13th for guidance or promotional support.

**b. Street Name Suggestions**

The Committee reviewed the following names submitted for street name consideration: Shea, Pelley, McNiven, and Hanrahan. Following a review of the applicable policy, only the name *Hanrahan* was recommended for approval, as it met the required criteria. The names *Shea*, *Pelley*, and *McNiven* did not meet policy requirements and were not recommended.

Resolution: **26-008**

**Moved By** Deputy Mayor Pollett

**Seconded By** Councillor Woodford

**THAT** that the street name "Hanrahan" be approved in accordance with the Town's Street Naming Policy, and that the names "Shea," "Pelley," and "McNiven" be declined as they do not meet the policy criteria.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (6 to 0)**

**c. Fly Your Car Event**

Following consultation with the Joseph R. Smallwood Arts & Culture Centre & Pool, it was determined that the shared parking lot with the Steele Community Centre is no longer a viable option for hosting the Fly Your Car event. This decision is not due to any issue raised by the Town of Gander. The department will reach out to the event organizers to discuss alternative location options.

**d. Winter Melodies & Morsels**

In 2025, the Town of Gander, in partnership with the International Lounge Foundation, hosted two Winter Melodies & Morsel events featuring live music by Newfoundland and Labrador artists and a selection of appetizers. Council expressed support for

continuing the Winter Melodies & Morsel events and has directed staff to proceed with planning for future editions.

**e. Agricultural Industry Symposium**

The Agricultural Industry Symposium will be held in Gander at the Quality Inn from January 27–29, 2026. In addition, a Gala celebrating the 50th Anniversary of the Newfoundland and Labrador Federation of Agriculture will take place at the Gander Airport International Lounge.

Council agreed to provide a \$500 donation toward the event, and the Mayor will bring greetings on behalf of the Town.

Resolution: **26-009**

**Moved By** Deputy Mayor Pollett

**Seconded By** Councillor Lidstone

**THAT** a donation of \$500 be provided to the Agricultural Industry Symposium being held in Gander from Jan 27 - 29, 2026.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (6 to 0)**

**f. Accessible Ice Time**

A citizen inquired about the possibility of adding an accessible ice time slot at the Steele Community Centre. In response, the Department reviewed the existing ice schedule and identified several potential options, including adding a session from 8–9 a.m. on weekdays or from 10–11 a.m. on Monday to Wednesday and potentially some Fridays, though this time is occasionally used by local schools. The option of converting an existing skating session into an accessible skate was also considered. Based on availability, the Department recommended adding accessible skating times on Mondays and Wednesdays from 10–11 a.m. and Tuesdays and Thursdays from 8–9 a.m.

**g. Tree Down at Old Town Site**

The Town received calls regarding a fallen tree at the Old Town Site. The Gander International Airport Authority was contacted but advised that they do not have the resources to address the issue. The Department will follow up with the Gander

Heritage Group to determine whether they have the capacity to remove the tree or if assistance is required.

**h. Gander Revolution re Storage Issues**

Gander Revolution contacted the Town regarding challenges with storing equipment that needs to be accessible year-round. At present, their equipment is stored across multiple locations at the new soccer complex and in an off-site rented sea can. Management has met to discuss the issue and is currently exploring potential storage solutions to accommodate Gander Revolution and other users of the facility.

**i. Ribfest**

The Ribfest organizers have expressed interest in participating in the Festival of Flight and have inquired whether the Town would like to partner during this summer's event.

Council is open to hosting the partnership; however, they have requested that the department obtain additional information, including anticipated costs and logistical requirements.

**j. Upcoming Events**

The following events will take place in the coming months:

January 23 - 25: Gander Minor Hockey hosts the Mary Brown's U13 Hockey Tournament

January 30 - February 1: Ladies' Hockey League hosts the 1st Annual Rosie's Cup.

February 6 - 8: Gander Minor Hockey hosts the Matt Sargent U18 Tournament

February 19 - 21: SnoBreak Winter Carnival

For more information on these events, please contact the Community Services Department at 709-651-5929.

**7.4 Corporate Services**

The Corporate Services report was presented by Councillor West.

**a. Sullivan Avenue and Cotton Street Water and Sewer Upgrades**

The Committee received correspondence confirming the approval of two Canada

Housing Infrastructure Fund (CHIF) projects on Sullivan Avenue and Cotton Street. Council approval is required to proceed with the associated funding, and the following motions are required for approval.

Resolution: **26-010**

**Moved By** Councillor West

**Seconded By** Deputy Mayor Pollett

**THAT** the Town of Gander accept cost-shared funding as outlined in the Department of Transportation and Infrastructure project approval letter dated December 22, 2025, for project #17-CHIF-26-00025 - Sullivan Avenue Water & Sewer Upgrades with a total project value of \$3,272,001. This Council agrees to provide the Ultimate Recipient share value of \$890,149 in funding and 100% of any cost overruns for this project and authorizes the Mayor and Town Clerk to enter into a funding agreement with the Department of Transportation and Infrastructure on behalf of the Town Council of the Town of Gander.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (6 to 0)**

Resolution: **26-011**

**Moved By** Councillor West

**Seconded By** Deputy Mayor Pollett

**THAT** the Town of Gander accept cost-shared funding as outlined in the Department of Transportation and Infrastructure project approval letter dated December 22, 2025 for project #17-CHIF-26-00026 - Cotton Street Water & Sewer Upgrades with a total project value of \$2,962,381. This Council agrees to provide the Ultimate Recipient share value of \$805,917 in funding and 100% of any cost overruns for this project and authorizes the Mayor and Town Clerk to enter into a funding agreement with the Department of Transportation and Infrastructure on behalf of the Town Council of the Town of Gander.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (6 to 0)**

**b. Canoe Procurement Program**

The Committee reviewed the requirements of the Canoe Procurement Program, which stipulates that all participants must publicly disclose their involvement. Accordingly, contact details and the participation period will be published on the Town of Gander's website.

Resolution: **26-012**

**Moved By** Councillor West

**Seconded By** Councillor Lidstone

**THAT** the Town of Gander authorize the continued use of the Canoe Procurement MNL Municipal Group Buying Program for municipal purchasing in 2026.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (6 to 0)**

**c. Waste Transfer Station**

The request to extend the current contract with PBO Industrial Disposal Inc. for operation of the waste transfer station in 2026 was presented to the Committee for consideration. PBO has indicated they are not willing to maintain the existing contract rate and have requested an increase from \$6,825 to \$7,500, plus HST, per event.

Resolution: **26-013**

**Moved By** Councillor West

**Seconded By** Councillor Abbott

**THAT** the operation of the waste transfer station be awarded to PBO Industrial Disposal Inc. at \$7,500 per event plus HST in 2026.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (6 to 0)**

**d. Invoices for Approval: Cal Legrow; Central Square**

The Committee reviewed the annual renewal from CentralSquare for computer

maintenance services, covering the period from March 28, 2026, to March 27, 2027. The amount is within the approved budget for computer software maintenance.

Resolution: **26-014**

**Moved By** Councillor West

**Seconded By** Deputy Mayor Pollett

**THAT** the Town of Gander approve invoice # 455249 from CentralSquare for computer software maintenance in the amount of \$ 32,190.73 HST included.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (6 to 0)**

The Committee reviewed the annual renewal from Cal LeGrow for insurance services for the period of January 1, 2026, to December 31, 2026. The amount is within the approved budget for insurance services.

Resolution: **26-015**

**Moved By** Councillor West

**Seconded By** Councillor Woodford

**THAT** the Town of Gander approve invoice # 27189 from Cal LeGrow for insurance services in the amount of \$ 227,894.20 retail tax included.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (6 to 0)**

## **7.5 Public Safety and Protective Services**

The Public Safety and Protective Services report was presented by Councillor Woodford.

### **a. December stats**

Gander Fire Rescue responded to 22 calls in December, a slight decrease from the 26 calls in the same month last year. Motor Vehicle Collisions were also down, with six this December compared to eight in 2024.

The Keep the Wreath Green campaign saw fewer red bulbs as well, with four this year compared to six in 2024 and seven in 2023. Each red bulb represents an active fire call. Gander Fire Rescue is pleased to see this continued decline and encourages everyone to keep fire safety in mind during the holiday season.

Municipal Enforcement logged 44 Public Interaction reports, which included six animal concerns, three property concerns, and three snowmobile-related concerns. Officers also noted and appreciated the responsible behaviour of snowmobilers. With the recent snowfall, many people have been using the roads to access trails and have done so with care and respect for both motorists and pedestrians.

**b. Training and Events**

A Firefighter Level II certification course is set to begin on January 19th. In addition, Gander Fire Rescue will be hosting Basic Emergency Management (BEM) and Emergency Operations Centre Management (EOCM) training on January 20th, 21st and 22nd.

**c. Volunteer Growth**

Gander Fire Rescue will welcome eight new volunteer firefighters starting January 14th. These individuals will begin the department's rookie training program, which includes both firefighter theory and hands-on practical lessons. The program will wrap up in June, at which point the recruits will transition into the regular training schedule.

Additionally, Gander Fire Rescue will soon launch a dispatcher recruitment campaign. The department will be looking to fill at least three positions and would like to let the community know that all necessary training will be provided to those interested in applying.

**d. Integrated Pest Management - Rodent control action plan**

Council reviewed the Integrated Pest Management (IPM) – Rodent Control Action Plan, developed in response to increased rodent activity in the community. The plan outlines a phased and coordinated approach focused on public education, targeted pest control, improved waste practices, public area maintenance, and the creation of a Community Standards By-Law. Implementation begins in early 2026, with responsibilities shared across departments. Progress will be tracked using key performance indicators and service trends.

**7.6 Communications, Engagement and Strategy**

The Communications, Engagement and Strategy report was presented by Councillor

Abbott.

**a. Snow Clearing Status Tool**

Staff provided an overview of My Street Status, a snow clearing information tool that uses data from the Town of Gander's CitiGIS Insight system to display recent snow clearing activity based on Public Works operations. The tool provides a town-wide view showing when streets were last serviced and is intended to help residents better understand snow clearing progress during active and extended snow events.

Committee members reviewed the tool and were advised that it will be launched publicly pending final preparations.

**b. Brand Launch – Digital Marketing Performance Summary**

Committee reviewed the digital marketing dashboard outlining performance following the launch of the Town's new brand. The campaign used LinkedIn, Facebook, and Instagram advertising to reach professional audiences and local residents, achieving high engagement and reach across platforms. LinkedIn performed particularly well with government-focused audiences, while Facebook delivered the strongest overall results. Paid advertising increased visibility and complemented the Town's organic social media presence. Committee members also noted that the Town has received positive feedback on the new brand.

**c. Communications and Engagement Report**

Committee members received an update on communications and engagement initiatives, including continued implementation of the Town's new brand across signage and vehicles. Staff advised that work is underway on a Communications Strategy, a 2026 Communications Plan, and a 2026 Social Media and Digital Content Plan.

Ongoing work also includes updates to online forms, digital services, the Town's website, and the integration of performance tracking tools.

**d. Central MinEx 2026**

Correspondence was received regarding registration for Central MinEx 2026, which will be held in Gander from April 21–23, 2026. Following discussion, it was agreed that the Town will participate in the trade show and proceed with registration.

**e. Kraft Hockeyville Nomination/Campaign**

Committee members discussed Kraft Hockeyville and the potential for an application involving the Town of Gander. Staff advised on the nomination process and municipal role if a community advances.

Staff will look further into the opportunity and report back to Committee.

**8. ADMINISTRATION**

**9. NEW BUSINESS**

**10. ADJOURNMENT**

Mayor Farwell requested a motion for adjournment.

Resolution: **26-016**

**Moved By** Councillor Woodford

**Seconded By** Deputy Mayor Pollett

**THAT** the meeting be adjourned at 4:56 pm.

For (6): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott

**Carried (6 to 0)**

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P. Farwell, Mayor

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B. Hefford, Town Clerk

<b>Policy Title:</b> Public Communications Policy	<b>Classification:</b> <input checked="" type="checkbox"/> Formal Policy of Council <input type="checkbox"/> Operational Procedures <input type="checkbox"/> Service Standard
<b>Implementation Date:</b>	<b>Public Impact:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Review Date:</b>	
<b>Issuing Department:</b>	
<b>Signature of Approval:</b> _____	
<b>Date:</b> _____	

**Objective**  
To ensure all external communications from the Town of Gander are professional, consistent, accurate, accessible, and aligned with the Town’s brand, values, and priorities.

**Purpose and Application**  
This policy provides clear direction for how the Town communicates with the public, media, and partners. It applies to all Town staff, Council members, and contractors preparing or sharing external communications on behalf of the Town of Gander. It governs all public-facing materials including media releases, social media, website updates, print materials, videos, and promotional campaigns.

**Accommodation**  
Town of Gander is committed to fostering a proactive approach in achieving strategic goals, while simultaneously promoting an inclusive and diverse environment. In response to unique circumstances, the Town’s mission is to rigorously assess both typical and atypical situations and fulfill a Duty to Accommodate, ensuring equitable treatment without imposing undue burdens. Council, under its legislative authority, retains the right to vary guidelines and exercise discretion regarding policy accommodations.

**Responsibilities**

**Authority:** Council will be responsible for policy approval.

**Accountable:** CAO

**Responsible:** Department head to bring forward suggestions, recommendations for edits, modifications or policy developments.

**Responsible:** Management to review policy for cross-departmental and organizational impacts.

**Responsible:** Assigned staff to maintain and ensure accurate updates and distribution of policy amendments.

**Responsible:** The Communications Division is the steward of the Town’s brand and communication standards.

**Consulted:** Line departmental staff impacted are to be consulted to assess operational impacts.

**Informed:** Applicable staff and public.

## Definitions

- **External Communications:**  
Any message or material shared publicly or with external audiences, including residents, businesses, media, and government partners.
- **Brand Standards:**  
The Town's approved visual identity, tone of voice, and brand guidelines.
- **Routine Communications:**  
Program-level or low-risk updates such as event reminders, schedules, program promotions, or basic public information.
- **Non-Routine Communications:**  
Town-wide, sensitive, high-impact, policy-related, emergency, or media-sensitive communications that require coordination with the Communications Division.
- **Official Corporate Platforms:**  
The Town of Gander's overhead communication channels—managed and administered by the Communications Division—used for Town-wide communications.

## Values

**Integrity, Transparency, and Accountability** – The Town of Gander is committed to prioritizing honesty, openness, and ethical conduct in its interactions and operations. The Town understands the importance of maintaining clear, accurate, and accessible information. Council officials and municipal employees are held accountable for their conduct and performance. In doing this, Town of Gander can build trust with the community and provide demonstrate its commitment to serving the best interests of the public.

**Compassion** – The Town of Gander recognizes residents and employees all face their own challenges. It is our commitment to demonstrate empathy and understanding where possible. By fostering a sense of solidarity and community care, support can be provided to those in vulnerable situations.

**Community Engagement** – The Town of Gander is actively engaged with residents to encourage their participation and gather feedback ensuring citizens have a voice in shaping projects, fostering inclusive and responsive governance.

**Accessibility and Inclusivity** – The Town of Gander is committed to ensuring that all individuals, regardless of their background and ability, have equal access to opportunities and services. Through the implementation of practices and policies that promote diversity, equity, and inclusion, all individuals can be supported.

**Quality of Life** - The Town of Gander is dedicated to enhancing the quality of life for its residents through various initiatives, including, but not limited to, allocating resources to obtain quality healthcare, affordable housing, educational opportunities, developing and maintaining infrastructure, supporting local businesses, ensuring access to essential services, and promoting community safety through municipal enforcement.

**Continuous Improvement** - Periodic reviews shall take place to ensure policies remain relevant and effective to the Town of Gander's organizational goals.

## Policy Guidelines

The following objectives offer precise guidance for the implementation of this policy and the attainment of targeted goals.

- 1.0 Transparency: Provide information openly and in a timely manner.
- 2.0 Accuracy: Ensure all information is factual, verified, and consistent.
- 3.0 Accessibility: Present content in formats and language that everyone can understand.
- 4.0 Respect: Maintain professionalism and inclusivity in all messaging.
- 5.0 Consistency: Use a unified visual identity and tone of voice across all materials.
- 6.0 Accountability: Uphold high standards of integrity and credibility in every communication.

## Policy Procedures

### 6.0 Brand and Visual Identity

6.1 All communications must follow the Town of Gander Brand Standards, which defines the Town's visual identity (logo, colours, fonts, imagery) and tone of voice.

6.2 The logo may only be used on materials that comply with brand standards.

6.3 The logo may not be altered, distorted, or used in unapproved colours.

6.4 External partners or contractors must receive approval from the Communications Division before using the Town logo.

6.5 Templates and design elements provided by the Communications Division must not be modified without authorization.

6.6 All promotional materials, clothing, or merchandise displaying the Town logo must follow approved brand standards, and any orders must be reviewed and approved by the Communications Division before production.

### 7.0 Accessibility Standards

7.1 The Town will make every reasonable effort to ensure all external communications meet WCAG 2.1 Level AA standards and reflect clear, inclusive, and plain-language communication.

### 8.0 Media Relations

8.1 The Mayor is the official spokesperson for the Town of Gander.

8.2 When the Mayor and Deputy Mayor are unavailable, the next available member of Council will serve as spokesperson.

8.3 For operational or technical media inquiries, the Mayor or CAO may authorize an employee or subject-matter expert to speak on behalf of the Town.

8.4 All media relations, including press releases, advisories, interview requests, and responses to media inquiries, are coordinated through the Communications Division.

## **9.0 Social Media Standards**

9.1 Town social media accounts are official communication channels and must reflect the Town's values, professionalism, and approved brand and accessibility standards.

9.2 The Communications Division, with approval of the CAO, determines which social media platforms the Town uses and may add, modify, or discontinue platforms as needed.

9.3 Social media content must be factual, respectful, non-political, and aligned with the Town's tone of voice.

9.4 Comments on the Town's Facebook page remain disabled to support accurate and respectful communication.

9.5 Engagement on other social media platforms may be permitted when it supports a defined communication objective and can be appropriately monitored.

## **10.0 Departmental and Divisional Communications**

10.1 Some Town departments may maintain their own public communication channels to support program or operational needs. Information shared must align with the Town's principles and values.

10.2 Department-run pages support program-level communication and are not considered official corporate platforms. With CAO approval, departments may operate social media pages; however, only corporate channels may use corporate branding. Program-level pages may share program updates only and must use non-corporate visual identities.

10.3 The Town website serves as the primary source of official information for residents and must be used for corporate updates, public notices, service information, forms, and key community resources.

10.4 Department-run channels must not present information as corporate or Council announcements.

## **11.0 Texting Notification System**

11.1 The Town uses a text notification system to share public information, alerts, reminders, and notices directly with residents.

11.2 An Operating Procedure outlines the detailed process for scheduling, approval, and message formatting. All staff using the system must follow that procedure.

## **Crisis and Emergency Communications**

12.1 During emergencies, public communications are coordinated through the Emergency Operations Centre (EOC) in alignment with the Emergency Management Plan, with the Communications Division providing updates under the direction of the CAO or EOC Lead.

## **13.0 Intergovernmental Communications and Protocol**

13.1 Routine administrative communication between Town staff and their counterparts in provincial, federal, or regional agencies for day-to-day operational purposes may occur as needed. However, any communication that is public-facing, strategic, formal, or represents an official Town position must be coordinated through the Communications Division and approved by the CAO.

13.2 When participating in joint events or announcements, the Town will follow its brand and accessibility standards while respecting partner protocols.

## **14.0 Speaking Engagements and Ceremonial Protocol**

14.1 As per the Towns and Local Service Districts Act, the Mayor is the presiding officer of the Town Council and the official head of the Town for all ceremonial purposes.

14.2 When the Mayor is unavailable, the Deputy Mayor assumes these ceremonial duties.

14.3 Requests for proclamations, observances, or ceremonial actions are reviewed on a case-by-case basis to ensure they align with Town values, legislative requirements, and corporate communication priorities. The Town reserves the right to decline any request.

14.4 Staff speaking on behalf of the Town at conferences, panels, workshops, or other external events must coordinate their participation through the Communications Division and receive approval from the CAO to ensure consistent and accurate messaging.

## **15.0 Advertising and Public Notice Protocol**

15.1 The Town of Gander uses advertising and public notices to inform residents about programs, services, opportunities, and decisions that impact the community.

15.2 Advertising and public notices must follow the Town's brand, tone, and accessibility standards.

15.3 The Town will advertise when required by legislation or when directed by the CAO - including public hearings, tenders, bylaws, budget consultations, and official notices.

15.4 Advertising may also be used to promote Town programs, initiatives, and engagement opportunities. The Communications Division works with departments to develop and coordinate these materials as needed.

15.5 Communications priorities will support and reflect Council's strategic plan and the Town's organizational goals.

## **16.0 Marketing and Promotion**

16.1 All materials must follow the Town of Gander Brand Standards, accessibility standards, and tone of voice.

16.2 The Communications Division oversees marketing and promotional efforts and collaborates with departments to ensure alignment with Town priorities, brand standards, and approved messaging.

16.3 The CAO will provide approval for major campaigns or initiatives that involve significant budget, partnership, or reputational considerations.

#### **Statement of Jurisdiction**

Town of Gander is obligated to comply with all relevant policies, acts, regulations, and legislations that govern municipal operations. It is imperative to note that the Town does not possess the authority to supersede mandates established by higher levels of government. If conflicts arise between Municipal, Provincial or Federal Acts/Regulations, the higher level of jurisdiction will prevail.

#### **Appeals/Review Process**

Appeals that are eligible to be heard by the Central Newfoundland Regional Appeal Board may be submitted to [URPA.Appeals@gov.nl.ca](mailto:URPA.Appeals@gov.nl.ca). For complete information, please visit <https://www.gov.nl.ca/mpa/for/appeals/>.

Council may hear requests for internal review and additional appeal methods may be made available through Policy of Council or other judicial processes.

### **APPENDIX A**

### **POLICY AMENDMENTS AND RESOLUTIONS OF COUNCIL**

**Amendments and Resolutions**

Policy Adopted	Date:	Resolution:
Date:	Date:	
Date:	Date:	

**APPENDIX B  
AMENDMENT FORM**

DRAFT



**Town of Gander**  
100 Elizabeth Drive  
Gander, NL A1V 1G7  
Ph: (709) 651-5909

**TOWN COUNCIL OF GANDER  
2026 Meeting Schedule**

**Regular Meeting of Council**

Every 3<sup>rd</sup> Wednesday, starting January 21, 2026 – June 17, 2026, @ 4:00 pm

Summer Schedule

July 15, 2026 - 4:00 pm

August 12, 2026 - 4:00 pm

Meetings will resume every 3<sup>rd</sup> Wednesday on September 2, 2026 @ 4:00 pm

**Committee of the Whole**

Every 3<sup>rd</sup> Tuesday commencing January 13, 2026

Every 3<sup>rd</sup> Wednesday commencing January 14, 2026

Summer Schedule

July 7, 2026

July 8, 2026

August 4, 2026

August 5, 2026

Meetings will resume every 3<sup>rd</sup> Tuesday on August 25, 2026

Meetings will resume every 3<sup>rd</sup> Wednesday on August 26, 2026

**Additional meetings, including Special Meetings of Council will be called as necessary.**

# ACTION PLAN

**Action Plan Title:** Integrated Pest Management – Rodent Control Action Plan

**Lead Department:** Public Safety and Protective Services

**Supporting Departments:** Planning and Public Works, Communications, and Governance and Legislative Services

**Prepared by:** Town of Gander Management Team

**Date:** January 9, 2026

**Prepared for:** Council

**Council Direction (if applicable):** Direction to address reported rodent activity through a coordinated, sustainable, and community-wide approach.

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## 1. Overview

This Action Plan outlines a coordinated and phased approach to reducing rodent activity in the Town of Gander through Integrated Pest Management (IPM).

The plan combines education, prevention, targeted pest control, waste management improvements, municipal maintenance, and regulatory tools. Its intent is to address rodent activity sustainably by aligning municipal actions with resident and business responsibilities, while allowing flexibility to adjust actions as implementation progresses.

## 2. Background

The Town of Gander has received an increasing number of reports related to rodent activity in parts of the municipality.

Based on service request trends, staff observations, and recognized pest management best practices, contributing factors may include waste storage practices, property maintenance conditions, construction activity, and the availability of food and shelter sources.

### 3. Objectives

The objectives of this Action Plan are to:

1. Increase awareness of rodent prevention practices
2. Improve coordination of pest control efforts
3. Reduce attractants through waste and clean-up initiatives
4. Establish clear property standards
5. Support improved conditions over time

### 4. Key Performance Indicators (KPIs)

KPIs describe how progress will be measured. They should be simple, and measurable.

Objective	KPI	Target
<b>1. Increase awareness of rodent prevention practices</b>	<ul style="list-style-type: none"><li>• Education materials developed and distributed</li><li>• Rodent prevention webpage launched and maintained</li><li>• Website page views and downloads (trend-based, not target-based)</li></ul>	<ul style="list-style-type: none"><li>• Yes/no</li><li>• Yes/no</li><li>• Trend monitored (no fixed target)</li></ul>
<b>2. Improve coordination of pest control efforts</b>	<ul style="list-style-type: none"><li>• Pest control contract in place</li><li>• Public-area treatment locations identified</li><li>• Regular contractor reports received</li></ul>	<ul style="list-style-type: none"><li>• Yes/no</li><li>• Yes/no</li><li>• Yes/no</li></ul>
<b>3. Reduce attractants through waste and clean-up initiatives</b>	<ul style="list-style-type: none"><li>• Automated operations at the Waste Transfer Station commissioned</li><li>• Waste Transfer Station participation levels</li><li>• Volume of waste collected during Community Green &amp; Clean Week</li></ul>	<ul style="list-style-type: none"><li>• Yes/no</li><li>• Year over year comparison</li><li>• Reported annually</li></ul>

	<ul style="list-style-type: none"> <li>Number of participants in Community Green &amp; Clean Week</li> </ul>	<ul style="list-style-type: none"> <li>Year over year comparison</li> </ul>
<b>4. Establish clear property standards</b>	<ul style="list-style-type: none"> <li>Community Standards By-Law developed</li> <li>Council adoption date</li> <li>Number of education-first compliance interactions</li> </ul>	<ul style="list-style-type: none"> <li>Yes / no</li> <li>Adoption date</li> <li>Tracked annually</li> </ul>
<b>5. Support improved conditions over time</b>	<ul style="list-style-type: none"> <li>Rodent-related complaints</li> <li>Identification of hotspots or recurring locations</li> </ul>	<ul style="list-style-type: none"> <li>Tracked quarterly</li> <li>Trend analysis included in reporting</li> </ul>

### 5. Actions

Actions should describe specific work to be carried out. Each action must have one clearly identified lead.

Action	Lead	Support	Timeline	KPI
<b>Develop a project-specific Communications Plan</b>	Communications	Planning and Public Works and Public Safety and Protective Services for information	Phase 1 (Q1 2026)	Communications Plan completed (Yes/No)
<b>Deliver rodent prevention education to residents and businesses</b>	Communications	Planning and Public Works and Public Safety and Protective	Phase 1– Ongoing	Communications Plan completed (Yes/No)

<b>(webpage, printed materials)</b>		Services for information		
<b>Engage professional pest control provider for public areas</b>	Planning and Public Works	Management Team	Phase 2 (Spring 2026)	Pest control contract in place (Yes/No)
<b>Identify and treat priority public locations using IPM methods</b>	Planning and Public Works	Pest Control Contractor	Phase 2–Ongoing	Public-area treatment locations identified; Contractor reports received
<b>Integrate rodent prevention into capital road projects</b>	Planning and Public Works	Pest Control Contractor	Ongoing	Capital road projects implemented pest control prior to start
<b>Implement automated operations at the Waste Transfer Station</b>	Planning and Public Works	Waste Management	2026 construction season	Automated operations commissioned (Yes/No)
<b>Maintain parks, drains, and public spaces to reduce rodent habitat</b>	Community Services	Planning and Public Works	Q2 2026	Maintenance activities completed as scheduled
<b>Plan and deliver Community Green &amp; Clean Week</b>	Community Services	Communications	Q2 2026	Number of participants; Volume of waste collected
<b>Develop Community Standards By-Law related to property maintenance</b>	Governance and Legislative Services	By-Law Enforcement, Legal, and Planning and Public Works	2026	By-Law developed; Council adoption date
<b>Monitor rodent-related service</b>	Communications	Planning and Public Works and Public	Quarterly	Service requests tracked; Hotspots identified

<b>requests and identify trends</b>		Safety and Protective Services		
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## 6. Governance and Reporting

### Internal Monitoring

Progress will be monitored through:

- Regular coordination between lead and supporting departments
- Review of key performance indicators and service request trends
- Contractor reporting related to pest control activities
- Ongoing assessment of operational conditions and emerging issues

The Management Team will review progress and adjust actions, sequencing, or scope as required to ensure the plan remains effective and responsive.

### Reporting

- Progress updates will be provided internally as part of routine management reporting.
- A summary of activities, outcomes, and key trends will be included in an annual update to Council, as appropriate.
- Relevant outcomes will be reflected in year-end reporting

Short Legal 1	Code	Total Units	WS Taxable Units	Subdivided
AIR-129	PR10U	10	9	No
BACH-020	PR3U	3	2	No
BENN-106	PR3U	3	2	No
BROW-051	PR	2	1	No
BROW-053	PR	1	1	No
BROW-055	PR	1	1	No
CONR-012	PR4U	4	3	No
ELIZ-034-36	PR	2	1	No
ELIZ-055	PR10U	10	9	No
ELIZ-057	PR8U	8	7	No
ELIZ-073	PR	2	1	No
ELIZ-081	PR4U	4	3	No
ELIZ-091	PR	2	1	No
ELIZ-093	PR	2	1	No
ELIZ-104	PR	1	0	No
ELIZ-106	PR	1	1	No
ELIZ-108	PR	1	1	No
ELIZ-110	PR	1	1	No
ELIZ-112	PR	1	0	No
ELIZ-114	PR	1	1	No
ELIZ-116	PR	1	1	No
ELIZ-118	PR	1	1	No
ELIZ-195	PR10U	10	9	No
GRIE-012	PR3U	3	2	No
HEAT-057	PR3U	3	2	No
MEDC-003	PR3U	3	2	No
MIFF-001-7	PR4U	4	3	No
MIFF-009-15	PR4U	4	3	No
MIFF-017-23	PR4U	4	3	No

MIFF-025-31	PR4U	4	3	No
NUNG-001	PR	1	0	No
NUNG-003	PR	1	1	No
NUNG-005	PR	1	1	No
NUNG-007	PR	1	1	No
NUNG-004	PR	1	0	No
NUNG-006	PR	1	1	No
NUNG-008	PR	1	1	No
NUNG-010	PR	1	1	No
NUNG-012	PR	1	1	No
NUNG-014	PR	1	1	No
NUNG-016	PR	1	0	No
NUNG-018	PR	1	1	No
NUNG-020	PR	1	1	No
NUNG-022	PR	1	1	No
NUNG-024	PR	1	1	No
NUNG-026	PR	1	1	No
SULL-066	PR	1	0	No
SULL-068	PR	1	1	No
SULL-070	PR	1	1	No
SULL-072	PR	1	1	No
SULL-074	PR	1	1	No
SULL-076	PR	1	1	No
SULL-078	PR	1	1	No
SULL-080	PR	1	1	No
SULL-082	PR	1	0	No
SULL-084	PR	1	1	No
SULL-086	PR	1	1	No
SULL-088	PR	1	1	No
SULL-100	PR	1	0	No

SULL-102	PR	1	1	No
SULL-104	PR	1	1	No
SULL-106	PR	1	1	No
SULL-108	PR	1	1	No
SULL-110	PR	1	1	No
SULL-112-138	PR14U	14	13	No
WATE-001	PR4U	4	3	No
WATE-032	PR4U	4	3	No
HUGH-004-6	PR2U	2	2	Yes
HUGH-016-18	PR2U	2	2	Yes
HUGH-028-30	PR2U	2	2	Yes
HUGH-032-34	PR2U	2	2	Yes
HUGH-036-38	PR2U	2	2	Yes
HUGH-040-42	PR2U	2	2	Yes
HUGH-044-46	PR2U	2	2	Yes
HUGH-056-58	PR2U	2	2	Yes
HUGH-011-13	PR2U	2	2	Yes
HUGH-015-17	PR2U	2	2	Yes
HUGH-019-21	PR2U	2	2	Yes
HUGH-023-25	PR2U	2	2	Yes
HUGH-027-29	PR2U	2	2	Yes
HUGH-039-41	PR2U	2	2	Yes
HUGH-043-45	PR2U	2	2	Yes
HUGH-047-49	PR2U	2	2	Yes
HUGH-059-61	PR2U	2	2	Yes
HUGH-063-65	PR2U	2	2	Yes
HUGH-008-14	PR4U	4	4	Yes
HUGH-020-26	PR4U	4	4	Yes
HUGH-048-54	PR4U	4	4	Yes
HUGH-060-66	PR4U	4	4	Yes

HUGH-003-9	PR4U	4	4	Yes
HUGH-031-37	PR4U	4	4	Yes
HUGH-051-57	PR4U	4	4	Yes
HUGH-067-73	PR4U	4	4	Yes
OGIL-128-130	PR2U	2	2	Yes
PENW-175	PR4U	4	4	Yes
MIFF-038-46	PR5U	5	5	Yes
MIFF-047-55	PR5U	5	5	Yes
MIFF-002-12	PR6U	6	6	Yes
MIFF-014-24	PR6U	6	6	Yes
MIFF-026-36	PR6U	6	6	Yes
MIFF-033-43	PR6U	6	6	Yes
HADF-012-26	PR8U	8	8	Yes
KING-030-63	PR20U	20	20	Yes
KING-002-28	PR14U	14	14	Yes
KING-001-43	PR22U	22	22	Yes
GILM-021-41	PR11U	11	11	Yes
GILM-022-44	PR12U	12	12	Yes
SULL-105-115	PR6U	6	6	Yes
SULL-117-123	PR4U	4	4	Yes
SULL-090	PR	1	1	Yes
SULL-092	PR	1	1	Yes
SULL-094	PR	1	1	Yes
SULL-096	PR	1	1	Yes

Code	Classification	Column1	Column2
B1	Business 1	Assessed Value equal to or less than \$33,333	Base amount of \$500 plus .00001%
	Companies that combine two or more components to fabricate or modify components to create a value-added final product. This business class includes integrated onsite and offsite administrative offices, storage structures, maintenance garages, laydown yards and quarries.	Assessed Value greater than \$33,334	.0015(% of assessed value) - 15 mils
B2	Business 2	Assessed Value equal to or less than \$20,000	Base amount of \$500 plus .00001%
	Companies engaged in the production, refinement and/or bulk storage of mineral aggregates or their derivatives.	Assessed Value greater than \$20,001	.0025(% of assessed value) - 25 mils
B3	Business 3	Assessed Value equal to or less than \$23,077	Base amount of \$300 plus .00001%
	Companies whose primary business includes the sale of products and/or services either directly to the public or on a wholesale basis and operate from commercial or industrial zones as well as Home Based Businesses including offsite storage as well as courier and logistics companies.	Assessed Value greater than \$23,078	.0013(% of assessed value) - 13 mils
B4	Business 4	Assessed Value equal to or less than \$23,077	Base amount of \$300 plus .00001%
	Businesses operating from facilities between 20,000 ft2 and 40,000 ft2 (including offsite storage) as well as all auto dealerships, in commercial or industrial zones, whose primary business includes the sale of products and/or services either directly to the public or on a wholesale basis.	Assessed Value greater than \$23,078	.0013(% of assessed value) - 13 mils
B5	Business 5	Assessed Value equal to or less than \$10,000	Base amount of \$300 plus .00001%
	Businesses operating from facilities greater than 40,000 ft2 (including offsite storage) within commercial or industrial zones, whose primary business includes the sale of products and/or services either directly to the public or on a wholesale basis.	Assessed Value greater than \$10,001	.0030(% of assessed value) - 30 mils
B6	Business 6	Assessed Value equal to or less than \$16,667	Base amount of \$500 plus .00001%
	Sales offices/counters and facilities affiliated with major transportation, media, and communications companies.	Assessed Value greater than \$16,668	.0030(% of assessed value) - 30 mils
B7	Business 7	Assessed Value equal to or less than \$5,000	Base amount of \$500 plus .00001%
	Properties primarily used for the mass storage or stockpiling of material goods, petrochemicals, equipment, and vehicles which may or may not include annex structures and bulk storage containers.	Assessed Value greater than \$5,001	.0100(% of assessed value) - 100 mils
BFA	Financial Services A	Assessed Value equal to or less than \$416,667	Base amount of \$50000 plus .00001%
	Regulated and insured companies that provide investment and credit services operating from a commercial or industrial zone or home office.	Assessed Value greater than \$416,668	.0120(% of assessed value) - 120 mils
BFB	Financial Services B	Assessed Value equal to or less than \$250,000	Base amount of \$30000 plus .00001%
	Regulated and insured companies that provide investment and credit services operating from a commercial or industrial zone or home office.	Assessed Value greater than \$250,001	.0120(% of assessed value) - 120 mils
BFC	Financial Services C	Assessed Value equal to or less than \$41,667	Base amount of \$5000 plus .00001%
	Regulated and insured companies that provide investment and credit services operating from a commercial or industrial zone or home office.	Assessed Value greater than \$41,668	.0120(% of assessed value) - 120 mils
BH1	Hospitality 1	Assessed Value equal to or less than \$50,000	Base amount of \$300 plus .00001%
	Companies or property owners provide overnight and extended stay accommodation with or without ancillary business lines including bars, eating establishments, fitness centres, swimming pools. where the total footprint is less than 10,000ft2 etc.	Assessed Value greater than \$50,001	.0006(% of assessed value) - 6 mils
BH2	Hospitality 2	Assessed Value equal to or less than \$11538	Base amount of \$300 plus .00001%
	Companies or property owners provide overnight and extended stay accommodation with or without ancillary business lines including bars, eating establishments, fitness centres, swimming pools etc. where the total footprint is more than 10,000ft2.	Assessed Value greater than \$11,539	.0026(% of assessed value) - 26 mils
BL1	Lifestyle 1	Assessed Value equal to or less than \$60,000	Base amount of \$300 plus .00001%
	Providers of non-medical, personal wellness and transportation services specifically intended to improve the health, fitness, and quality of life of individuals.	Assessed Value greater than \$60,001	.0005(% of assessed value) - 5 mils

BL2	Lifestyle 2	Assessed Value equal to or less than \$60,000	Base amount of \$300 plus .00001%
	Providers of personal care services often incorporating one-on-one supervisory support/assistance and include educational or recreational programming.	Assessed Value greater than \$60,001	.0005(% of assessed value) - 5 mils
BP1	Professional Services 1	Assessed Value equal to or less than \$35,714	Base amount of \$500 plus .00001%
	Companies employing skilled trade persons, technicians and/or technical specialists for the upgrade and repair of buildings and ancillary structures, equipment, vehicles etc. operating from a commercial or industrial zone or home-based business which may include integrated space for	Assessed Value greater than \$35,715	.0014(% of assessed value) - 14 mils
BP2	Professional Services 2	Assessed Value equal to or less than \$29,412	Base amount of \$500 plus .00001%
	Providers of ancillary, rehabilitative and supportive services, healthcare services who are regulated by the Government of Newfoundland and Labrador. Services may be provided from a commercial or industrial zone and licensed health care providers other than medical doctors providing physical and mental rehabilitation services that help return a person to optimal physical and psychological functioning. Services may be provided from a commercial or industrial zone.	Assessed Value greater than \$29,413	.0017(% of assessed value) - 17 mils
BP2A	Professional Services 2A	Assessed Value equal to or less than \$15,625	Base amount of \$500 plus .00001%
	Medical practitioners with advanced degrees in human or veterinarian medicine who diagnose and treat diseases, conditions, and injury of the body.	Assessed Value greater than \$ 15,626	.0032(% of assessed value) - 32 mils
BP3	Professional Services 3	Assessed Value equal to or less than \$16,667	Base amount of \$500 plus .00001%
	Financial services organizations whose primary business is wealth management specifically of providers of investment advice, fund management and brokerage services and operating from a commercial or industrial zone or a home office.	Assessed Value greater than \$16,668	.0030(% of assessed value) - 30 mils
BP4	Professional Services 4	Assessed Value equal to or less than \$15,625	Base amount of \$500 plus .00001%
	Companies that offer professional services and operate from a commercial or industrial zone or a home office and require specialized knowledge or training and offer creative, administrative, and business consultative services.	Assessed Value greater than \$15,626	.0032(% of assessed value) - 32 mils
PR	Property Residential	Assessed Value equal to or less than \$13,514	Base amount of \$100 plus .00001%
		Assessed Value greater than \$13,515	.00074(% of assessed value) - 7.4 mils
PC	Property Commercial	Assessed Value equal to or less than \$13,333	Base amount of \$100 plus .00001%
		Assessed Value greater than \$13,334	.00075(% of assessed value) - 7.5 mils
VPRO	Vacant Property Residential Only	Assessed Value equal to or less than \$51,351	Base amount of \$380 plus .00001%
		Assessed Value greater than \$51,352	.00074(% of assessed value) - 7.4 mils
VPRW	Vacant Prop Res in Waste Disposal Buffer Area	Assessed Value equal to or less than \$13,514	Base amount of \$100 plus .00001%
		Assessed Value greater than \$13,515	.00074(% of assessed value) - 7.4 mils



**TOWN OF GANDER**  
**SPECIAL MEETING OF COUNCIL**  
**Friday, February 27, 2026, 12:00 PM**  
**Council Chambers**

Council Present:

Percy Farwell, Mayor

Pat Woodford, Councillor

Tara Pollett, Deputy Mayor

Jim Lidstone, Councillor

Krystle West, Councillor

Staff Present:

Brad Hefford, Chief Administrative Officer/Town Clerk/Director of Governance and Legislative Services

Alexa Oldford, Manager of Governance and Legislative Services

Kelly Hiscock, Director of Corporate Services

Dave Shea, Fire Chief

Kayla White, Manager of Communications, Branding and Partnerships

Regrets:

Sheldon Handcock, Councillor

Samantha Abbott, Councillor

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**1. CALL TO ORDER**

The meeting was called to order by Mayor Farwell at 12:03 pm.

**2. LAND ACKNOWLEDGEMENT**

Mayor Farwell delivered the Land Acknowledgement.

**3. VISITORS/PRESENTATIONS**

**4. APPROVAL OF AGENDA**

The agenda for the February 27, 2026 Special Meeting of Council was presented for approval.

Resolution: **26-034**

**Moved By** Deputy Mayor Pollett  
**Seconded By** Councillor Woodford

**THAT** the agenda for the February 27, 2026 Special Meeting of Council be approved, as presented.

For (5): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, and Councillor West

**Carried (5 to 0)**

## 5. STANDING COUNCIL BUSINESS

### 5.1 Corporate Services

#### a. 17-GI-24-00017 - Approval to Award - Gander Pumphouse Upgrades

Correspondence was submitted by the Department of Transportation and Infrastructure recommending approval for the tender award, as evaluated by the Town's consultant, CBCL, for the Gander Pumphouse Upgrades. The scope of work includes replacement of the existing pumps and supporting electrical and mechanical systems at the Gander Lake and reservoir pumphouses to maintain potable water supply from Gander Lake to Town residents

Three bids were received, and the lowest bid meeting all specifications was submitted by Rodco Mechanical in the amount of \$2,898,000.00 (HST included). This project is funded by both provincial and federal government sources, falls within the approved funding, and remains under budget by \$841,588.

Resolution: **26-035**

**Moved By** Deputy Mayor Pollett  
**Seconded By** Councillor Woodford

**THAT** the tender for the Gander Pumphouse Upgrades project (#17-GI-24-00017) be awarded to Rodco Mechanical (2014) Ltd for \$2,898,000, HST inclusive, with the Town funding any project overages.

For (5): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, and Councillor West

**Carried (5 to 0)**

**6. ADMINISTRATION**

**7. NEW BUSINESS**

**8. ADJOURNMENT**

Mayor Farwell requested a motion for adjournment.

Resolution: **26-036**

**Moved By** Councillor Woodford

**Seconded By** Deputy Mayor Pollett

**THAT** the meeting be adjourned at 12:08 pm.

For (5): Mayor Farwell, Councillor Woodford, Deputy Mayor Pollett, Councillor Lidstone, and Councillor West

**Carried (5 to 0)**

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P. Farwell, Mayor

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B. Hefford, Town Clerk



TOWN OF  
**GANDER**

**COMMUNITY STANDARDS BY-LAW**

**Effective the xx day of xxxxx, 2026.  
Motion #26-xxx**

# COMMUNITY STANDARDS BY-LAW

## 1.0 Title

1.1 This by-law shall be cited as the *Community Standards By-Law*.

## 2.0 Purpose

2.1 The purpose of this by-law is to (a) mitigate disputes between neighbours; (b) set standards for property maintenance and use; (c) protect public spaces; and (d) promote community safety.

## 3.0 Application and Authority

3.1 **WHEREAS** the Town of Gander ("the Town") wishes to promote the quiet enjoyment of property, protect public health and safety, and maintain community standards respecting nuisances, noise, unsightly premises and general property maintenance;

3.2 **AND WHEREAS** Council has the authority under provincial legislation to make, amend and enforce by-laws respecting the peace, order and good government of the Town, including matters relating to nuisances, noise, property conditions, public spaces and other municipal purposes;

3.3 **AND WHEREAS** it is in the public interest that all land and buildings within the Town be maintained so as not to create or contribute to unsafe, unhealthy, unsanitary or unsightly conditions.

3.4 **AND WHEREAS** Council recognizes the need for clear standards governing:

- (a) property maintenance and the remediation of unsightly premises;
- (b) control and abatement of rodents, vermin and other pests on residential property;
- (c) prevention of littering and nuisances in public space;
- (d) reasonable control of noise with a permitting process for special events; and
- (e) timely removal or mitigation of hazards such as stagnant water, open excavations, and accumulations of refuse;

3.5 **AND WHEREAS** provincial law provides for inspection powers, written orders to remedy contraventions within a stated time, entry to carry out remedial work when orders are not obeyed, recovery of the Town's costs as a civil debt (and, where applicable, as a lien against real property for remediation or demolition), methods of service including personal service, registered mail and posting, a right of appeal to a provincially appointed adjudicator, and enforcement through violation notices and prosecutions under the Provincial Offences Act;

3.6 **NOW THEREFORE** the Council of the Town of Gander enacts the following *Community Standards By-Law*, which applies to all land and buildings within the municipal boundaries unless otherwise expressly stated herein.

## 4.0 Definitions

4.1 In this by-law, unless the context otherwise requires:

(a) *Adult Materials* means printed matter, films, recordings or other media whose dominant characteristic is the depiction of explicit sexual activity or nudity intended for persons 18 years or older.

(b) *Airgun* means a device that discharges a projectile by means of compressed air, compressed gas, a spring, or similar means, and includes an air rifle, air pistol, pellet gun, and BB gun. Rendered inoperable, in relation to an airgun, means secured or disabled so that it is not capable of discharging a projectile.

# COMMUNITY STANDARDS BY-LAW

- (c) *By-law enforcement officer* means an individual appointed or authorized by the Town to enforce Town by-laws, and may be referred to as an "Officer" in this by-law.
- (d) *Exterior lighting* means illumination produced by a luminaire located outdoors or directed outdoors.
- (e) *Full cutoff (fully shielded) fixture* means a luminaire constructed and installed so that no light is emitted above a horizontal plane passing through the lowest point of the fixture lens or opening.
- (f) *Glare* means brightness within the field of view that causes visual discomfort, disability, or a safety hazard.
- (g) *Light trespass* means exterior lighting that shines across a property line onto another property so as to unreasonably disturb the use or enjoyment of that other property.
- (h) *Litter* includes refuse or waste of any kind deposited contrary to this by-law.
- (i) *Noise* means any sound which, having regard to all the circumstances, unreasonably disturbs a person's comfort, repose, health, peace, or safety, in the opinion of a by-law enforcement officer, acting reasonably.
- (j) *Originating property* means the parcel of land on which the exterior lighting or luminaire is installed, or from which the light is directed.
- (k) *Owner* includes a person in lawful possession or control of property.
- (l) *Point of reception* means the location at the property boundary of the land where the sound is received, at the nearest point to the source on the complainant's property.
- (m) *Principal business* means more than 50% of gross floor area is used for the sale or display of the relevant goods.
- (n) *Proprietor* includes an owner, manager, operator, or person in charge of a shop.
- (o) *Shop* means a premises where goods are offered for sale to the public.
- (p) *Unightly premises* means a property that, due to the existence of one or more of the conditions set out in the *Nuisance, Unightly Premises & Property Maintenance* section of this by-law, detrimentally affects the amenity of, or reasonable enjoyment of, nearby properties or the surrounding area.  
For greater certainty, whether a property is an unightly premises may be determined by a by-law enforcement officer, acting reasonably, having regard to the nature, extent, location and duration of the condition(s).

## 5.0 Interpretation

5.1 "Including" means "including, but not limited to";

5.1.1 headings and notes are for convenience;

5.1.2 if a provision is invalid, the remainder continues; and

5.1.3 references to enactments include replacements and amendments.

5.2 Nothing in this by-law relieves a person from complying with another by-law, permit, order, licence or law.

## 6.0 Noise

# COMMUNITY STANDARDS BY-LAW

- 6.1 A person shall not cause or permit noise that unreasonably disturbs any person's comfort, repose, health, peace or safety, having regard to the time of day and nature of the activity.
- 6.2 Where an activity creates sound that may become a noise, it must be carried out so as to create as little sound as practicable under the circumstances.
- 6.3 Sections 6.1 and 6.2 do not apply to noise that is reasonable and necessary for the following activities, provided the activity is carried out in compliance with this by-law and any applicable permit conditions:
  - 6.3.1 construction, repair or demolition work carried out during the hours permitted by the Town or by applicable law;
  - 6.3.2 work carried out by or on behalf of the Town, including maintenance and emergency operations;
  - 6.3.3 the operation of ordinary domestic equipment on residential property between 7:00 a.m. and 10:00 p.m., provided it is used in a reasonable manner;
  - 6.3.4 the normal operation of a properly maintained air-conditioning unit or similar building equipment, provided it is not emitting unusual noise due to defect or disrepair; and
  - 6.3.5 an activity or event authorized by the Town, including a one-time event, where the activity or event is conducted in accordance with any approval or permit conditions.
- 6.4 Nothing in section 6.3 exempts noise that a by-law enforcement officer, acting reasonably, determines to be unnecessary, avoidable, or inconsistent with any permit or approval conditions.
- 6.5 Where practicable, sound may be measured at the property boundary of the point of reception using A-weighting (dBA), slow response, using a calibrated meter and in accordance with the manufacturer's instructions.
- 6.6 Without limiting sections 6.1 and 6.2, where sound measurement under section 6.4 is practicable, noise is deemed to unreasonably disturb a person's comfort, repose, health, peace or safety where it exceeds:
  - 6.6.1 65 dBA between 7:00 a.m. and 10:00 p.m.; or
  - 6.6.2 55 dBA between 10:00 p.m. and 7:00 a.m., as measured at the point of reception.
- 6.7 Where measurement is not practicable, a by-law enforcement officer may rely on observation and evidence of unreasonable disturbance having regard to the circumstances.

## 7.0 Exterior Lighting (Light Trespass & Glare)

- 7.1 A person shall not cause, permit or allow exterior lighting to constitute a nuisance through light trespass, glare, or sky glow that unreasonably interferes with a person's comfort, repose, health, peace or safety, or the quiet enjoyment of nearby property.
  - 7.1.1 Shielding and aiming.
  - 7.1.2 Exterior luminaires exceeding 1,000 lumens shall be full cutoff (fully shielded) and aimed downward so light is contained on the originating property.
  - 7.1.3 Floodlights shall be aimed at least 60° below horizontal and not directed toward adjacent lots, roads or windows.
- 7.2 Brightness at property line (measured option). Where the Town measures illumination:
  - 7.2.1 between 11:00 p.m. and 7:00 a.m., spill light at a residential property line shall not exceed 5 lux;
  - 7.2.2 at other times, spill light at a residential property line shall not exceed 10 lux.

# COMMUNITY STANDARDS BY-LAW

7.2.3 Illumination shall be measured in lux using a calibrated meter at the property line at a height of approximately 1.5 metres above grade, with the sensor oriented horizontally at the point of maximum reading.

7.2.4 Where illumination measured under this section exceeds the limits set out above at a residential property line, the exterior lighting is deemed to constitute a nuisance through light trespass.

## 7.3 Hours and controls.

7.3.1 Exterior lighting not required for safety or security shall be extinguished between 11:00 p.m. and 7:00 a.m.

7.3.2 Security lights using motion sensors shall extinguish within 5 minutes of activation and shall not activate for motion beyond the originating property.

## 7.4 Prohibited lighting.

7.4.1 Searchlights, aerial beams or attention-attracting skyward lighting visible beyond the originating property;

7.4.2 Rapidly flashing or strobing exterior lighting, except temporary festive displays between November 15 and January 15.

## 7.5 Exemptions.

7.5.1 Lighting required by law or safety standards; emergency response; municipal operations; and active sports field lighting operating under a Town permit (for which hours/conditions may be imposed).

7.6 Where it is not practicable to measure illumination or determine compliance with the technical requirements of this section at the time of inspection, a by-law enforcement officer may determine, based on observations and any other relevant evidence, whether exterior lighting constitutes a nuisance by reason of glare or light trespass, having regard to the circumstances.

## 8.0 Nuisance, Unsightly Premises & Property Maintenance

8.1 A property is an unsightly premises where one or more of the following conditions exists on the land or on the exterior of a building, and the condition detrimentally affects the amenity of, or reasonable enjoyment of, nearby properties or the surrounding area:

8.1.1 Accumulations of refuse, rubble, construction or demolition debris, scrap metal or wood, discarded appliances, furniture, tires, vehicle parts or similar materials;

8.1.2 Inoperative, abandoned, derelict or unregistered vehicles, trailers, recreational vehicles or machinery stored outdoors;

8.1.3 Dilapidated, partially demolished, structurally unsound, fire-damaged or unsecured structures, fences or accessory buildings;

8.1.4 Excessive growth of grass, brush or noxious weeds, or vegetation obstructing visibility at corners;

8.1.5 Stagnant water, open excavations or other conditions that may attract pests or pose a hazard;

8.1.6 Exterior finishes (including siding, paint or roofing) in a state of advanced peeling, rot, rust, holes or missing components resulting in a poor state of repair and appearance.

8.2 An owner shall not cause or allow a property to constitute a nuisance, be an unsightly premises, or be unsafe or a danger to public safety.

# COMMUNITY STANDARDS BY-LAW

- 8.3 An owner shall not allow refuse to accumulate on the property or on adjoining public property, except as lawfully stored for collection or disposal.
- 8.4 An owner shall maintain buildings, fences, yards and accessory structures so the property does not adversely affect the amenity or reasonable enjoyment of neighbouring properties.
- 8.5 Vacant buildings shall be secured against unauthorized entry and maintained to avoid hazards and unsafe conditions, including those described in this Part and in section 9.0.
- 8.6 Where construction occurs, the owner shall provide and use waste containers designed to prevent debris from leaving the site.
- 8.7 This section does not prohibit the temporary placement of materials that are
- 8.7.1 neatly stored,
  - 8.7.2 reasonably required for an active and lawfully permitted construction or repair project, and
  - 8.7.3 do not create a hazard or nuisance.
- 8.8 Collection schedules, set-out requirements, container specifications, and materials accepted or prohibited for collection are governed by the Town's Garbage & Refuse Regulations.

## 9.0 Pest & Vermin Control

- 9.1 All parts of a property shall at all times be kept free of conditions that may attract or harbour pests or vermin, including, but not limited to, accumulations of refuse, garbage, food waste, animal feces, standing water, debris, or overgrown vegetation.
- 9.2 Where a by-law enforcement officer observes an infestation, the officer may require, at the owner's expense, an assessment by a qualified pest control company and a copy provided to the officer.
- 9.3 On infestation, the owner must abate the infestation to the Town's satisfaction.

## 10.0 Public Spaces

- 10.1 No person shall affix or post a notice, sign, handbill or other material on a Town utility pole, traffic control device, street furniture or other Town infrastructure, except as authorized by the Town.
- 10.1.1** For greater certainty, this section does not apply to election signage where placement is authorized under applicable election legislation and any Town policy or by-law governing election signs.
- 10.2 A person shall not cause or permit a notice, sign, handbill or other material to be affixed or posted contrary to this section, and a person or business that benefits from the posting is deemed to have caused or permitted it unless the person or business establishes otherwise.
- 10.3 A person shall not cut, remove, damage or prune a tree or shrub on land owned or managed by the Town except under a written permit of the Town. Any salvage, if permitted, shall be subject to conditions set by the Town.
- 10.4 No person shall dispose of litter in a public space or on town property except in provided containers or through the Town's collection service.
- 10.5 Collection schedules, set-out requirements, container specifications, and materials accepted or prohibited for collection are governed by the Town's Garbage & Refuse Regulations.

# COMMUNITY STANDARDS BY-LAW

**10.6** A person shall not permit an animal to create a nuisance, including persistent noise disturbing others or defecation without immediate removal and sanitary disposal on town property including sidewalks, parks or other public spaces. For licensing, at-large, impound, trapping, fees and related procedures, see the Town's Animal Control Regulations.

## **11.0 Airguns**

**11.1** No person shall fire or discharge an airgun within the Town, except where prior written approval has been issued by the Town or at a range approved by the Town for that use.

**11.2** No person shall transport an airgun from private property on or across Town-owned or Town-managed property, including parks, trails, recreation facilities and municipal buildings, unless the airgun is rendered inoperable, fully encased in a case made for that purpose with no part exposed, and all ammunition and compressed gas cylinders are kept entirely separate from the case.

**11.3** Nothing in this section authorizes conduct contrary to other applicable laws.

## **12.0 Business Conduct – Adult Materials Display**

**12.1** A proprietor shall not permit a person under 18 years of age to enter a room or area of a shop where adult materials are displayed.

**12.2** A proprietor shall post and maintain signage at each entrance to the room or area stating that persons under 18 years of age are not permitted to enter.

**12.3** Adult materials shall not be displayed so as to be visible from outside the shop, including through windows or doors.

**12.4** Adult materials shall be displayed behind an opaque barrier or in sealed, opaque packaging that prevents viewing of images or explicit text from outside the package.

**12.5** Where selling adult materials is not the principal business, the proprietor shall ensure such materials are kept together in a segregated area meeting subsections 12.2-12.3.

**12.6** Nothing in this section authorizes conduct contrary to applicable provincial or federal law.

## **13.0 Sidewalks, Streets and Public Spaces – Snow and Ice Depositing**

**13.1** A person shall not push, plow, blow, shovel or otherwise deposit snow or ice from private property onto a highway, street, sidewalk, walkway, trail, curb, ditch, catch basin, or any other public space.

**13.2** A person shall not pile or place snow or ice from private property so as to obstruct or interfere with the use of a highway, sidewalk, walkway, trail, driveway access, fire hydrant, or catch basin.

**13.3** For the purposes of this section, where snow or ice is deposited from private property, the owner and occupier of that private property are each responsible for ensuring compliance, unless they establish that the contravention occurred without their knowledge and despite reasonable steps to prevent it.

## **14.0 Inspections, Orders and Compliance**

**14.1** A by-law enforcement officer may, at all reasonable times, enter upon land or into a building (other than a dwelling-house, where a warrant is required) to determine compliance with this by-law, and may make examinations, take photographs, and require information reasonably related to the inspection.

**14.2** Where a by-law enforcement officer is of the opinion that this by-law has been contravened, the officer may conduct an inspection and prepare a report/recommendation and Council delegates to the Town Clerk, the

# COMMUNITY STANDARDS BY-LAW

power to issue Orders under this by-law, and the Town Clerk may issue a written Order to the owner or other responsible person, requiring the person to remedy the contravention within a time stated in the Order.

## 14.3 An Order shall:

14.3.1 Describe the land or building;

14.3.2 State the particulars of the contravention;

14.3.3 State the work or action required to remedy or prevent a re-occurrence;

14.3.4 state the time for compliance; and

14.3.5 State that if the person does not comply, the Town may carry out the work at the owner's expense.

14.3.6 An Order issued under this by-law continues in force until it is complied with or revoked by the Town.

14.4 If a person fails to comply with an Order within the time specified, the Town may carry out the work or action necessary to comply. All costs and expenses incurred by the Town are recoverable from the person against whom the Order was made as a debt owed to the Town. Where the work relates to the remediation of real property or the demolition or removal of a structure, the costs and expenses constitute a lien on the real property until paid in full.

14.5 Where the work or action to be carried out by the Town includes the demolition or removal of a structure, the Town shall not proceed to demolish or remove the structure unless it has obtained a report from an architect, an engineer, a building inspector or the fire marshal that the building or structure is dilapidated or structurally unsound, and that report is proof, in the absence of evidence to the contrary, that the building or structure is dilapidated or structurally unsound.

14.6 For the purpose of carrying out an Order under this by-law, a by-law enforcement officer, Town employee, or person acting on behalf of the Town may, at all reasonable times, enter upon the premises, building or other structure to clean up or repair the premises or repair or demolish the building or other structure, as the case may be.

## 15.0 Service and Appeals

### 15.1 Service is sufficient if an Order or notice is:

15.1.1 Personally delivered to the person to be served;

15.1.2 Sent by registered mail to the person's last address on the Town's records. An Order or notice sent by registered mail is deemed to have been served on the third (3rd) day after the date of mailing, unless the person establishes that it was not received within that period. If for any reason mail is undeliverable, the Order shall be posted on the door of the property or in a conspicuous location. The Town may rely on proof of mailing and, where available, postal tracking information as evidence of service.

15.1.3 Where service cannot be made in those manners after reasonable efforts, posting the Order or notice in a conspicuous place on the property constitutes service.

15.2 The Town shall document and maintain a record of service for each Order or notice issued under this by-law, including any unsuccessful or attempted service and the steps taken to effect service.

15.3 A certificate of service shall be completed and provided to the Town Clerk for record keeping.

# COMMUNITY STANDARDS BY-LAW

15.4 A person served with an Order may, within 14 days after service or posting, appeal to an adjudicator appointed under the Urban and Rural Planning Act, 2000. While an appeal is pending, the Town shall not carry out the Order except as permitted by section 286 of the Towns and Local Service Districts Act, including where a stop work order applies or where a building poses an immediate threat to public health and safety.

## 16.0 Enforcement, Offences and Penalties

16.1 A person who contravenes this by-law commits an offence.

16.2 Where authorized by law, a by-law enforcement officer or other person authorized by Council may enforce this by-law by issuing a violation notice/ticket and may institute a prosecution by summons under the Provincial Offences Act, whether or not a violation notice/ticket has been issued.

16.3 A person convicted of an offence under this by-law is liable to the penalties provided by law.

16.4 Where an offence continues, each day that it continues constitutes a separate offence.

16.5 It is an offence to obstruct a by-law enforcement officer or to provide false or misleading information; in the absence of evidence to the contrary, the owner of land (or of a vehicle involved) may be deemed to have caused or permitted the offence.

## 17.0 Compliance Period

17.1 Where an Order is issued under this by-law, the Town Clerk shall specify a compliance period of not less than fourteen (14) days.

17.2 Despite the foregoing, where a by-law enforcement officer, acting reasonably, has determined through inspection that the condition poses an immediate risk to public health or safety or requires urgent remediation (including, without limitation, conditions such as open excavations or unguarded hazards accessible to the public, blocked fire access or hydrants, dangerous accumulations of refuse, severe pest/vermin infestation, unstable structures or falling debris risk, or other conditions that may reasonably be expected to cause immediate injury, illness, or property damage), the Town Clerk may specify a shorter compliance period and shall include brief reasons in the Order.

## 18.0 Transitional, Repeal and Coming into Force

18.1 Prior actions, licences, permits or proceedings under predecessor by-laws continue unaffected.

18.2 Upon this by-law coming into force, the following are repealed: (a) *Airgun By-Law* (1994); (b) *Nuisance Regulations* (2020); and (c) *Adult Materials Display Regulations* (2018), to the extent of any inconsistency with this by-law.

18.3 This by-law comes into force in accordance with law.

## 19.0 Regular Review of the By-Law

19.1 This by-law may be reviewed at anytime to assess its effectiveness and identify potential areas for improvement or amendment.

## 20.0 Effective Date

20.1 This by-law shall become effective upon the xx<sup>th</sup> day of xxxx, 202x by Motion #2x-xxx.

# COMMUNITY STANDARDS BY-LAW

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## **21.0 Publication**

21.1 This by-law shall be posted to the Town's Website following adoption by Council.

DRAFT - FEB/26-12

<b>Policy Title:</b> Accommodation Tax Sector Participation Policy	<b>Classification:</b> <input checked="" type="checkbox"/> Formal Policy of Council <input type="checkbox"/> Operational Procedures <input type="checkbox"/> Service Standard
<b>Implementation Date:</b>	<b>Public Impact:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Review Date:</b>	
<b>Issuing Department:</b> Governance and Legislative Services	<b>Signature of Approval:</b> _____ <b>Date:</b> _____

**Objective**

The objective of this policy is to ensure that the Town of Gander’s Accommodation Tax is administered through a transparent, structured, and collaborative process that meaningfully engages accommodation providers and tourism partners. This policy ensures that those who collect and remit the tax have a primary role in guiding revenue allocation decisions that support tourism development and economic activity.

**Purpose and Application**

This policy establishes how the Town of Gander will engage accommodation providers, tourism partners, and the broader community regarding the administration and allocation of the Accommodation Tax.

The policy confirms a partnership framework for how Accommodation Tax revenues will be used. It establishes the Accommodation Tax Advisory Committee (ATAC) to lead engagement, apply a weighted-influence model that prioritizes input from accommodation providers who collect and remit the levy, and provide recommendations to Council on revenue allocation.

This policy applies to all Town staff and departments involved in implementing, administering, or communicating the Accommodation Tax.

**Accommodation**

Town of Gander is committed to fostering a proactive approach in achieving strategic goals, while simultaneously promoting an inclusive and diverse environment. In response to unique circumstances, the Town’s mission is to rigorously assess both typical and atypical situations and fulfill a Duty to Accommodate, ensuring equitable treatment without imposing undue burdens. Council, under its legislative authority, retains the right to vary guidelines and exercise discretion regarding policy accommodations.

**Responsibilities**

**Authority:** Council will be responsible for policy approval.

**Accountable:** Town Clerk or designate.

**Responsible:** Department head to bring forward suggestions, recommendations for edits, modifications or policy developments.

**Responsible:** Management to review policy for cross-departmental and organizational impacts.

**Responsible:** Assigned staff to maintain and ensure accurate updates and distribution of policy amendments.

**Responsible:** The Town Treasurer administers all financial components of the Accommodation Tax, including revenue collection oversight, reserve and allocation accounting, financial tracking, and reporting to support Council decision-making.

**Consulted:** Line departmental staff impacted are to be consulted to assess operational impacts.

**Informed:** Applicable staff and public.

## Definitions

**Accommodation Provider** – Any hotel, motel, inn, B&B, short-term rental, or similar establishment responsible for collecting and remitting the Accommodation Tax.

**Tourism Partners** - Accommodation providers and tourism related businesses contributing to tourism activity.

**Accommodation Tax Advisory Committee (ATAC):** - A sector based advisory committee, composed primarily of accommodation providers, co-chaired by one accommodation provider and one Council/staff appointee.

**Weighted Influence** – A decision making approach that gives primary influence to accommodation providers who collect and remit the tax.

**Event & Active Living Centre** – A proposed facility to expand Gander’s capacity for sport tourism and event hosting.

**Tourism-Eligible Facility / Asset** – Infrastructure or programming that directly generates visitation, events, and tourism spending.

## Values

**Integrity, Transparency, and Accountability** – The Town of Gander is committed to prioritizing honesty, openness, and ethical conduct in its interactions and operations. The Town understands the importance of maintaining clear, accurate, and accessible information. Council officials and municipal employees are held accountable for their conduct and performance. In doing this, Town of Gander can build trust with the community and provide demonstrate its commitment to serving the best interests of the public.

**Compassion** – The Town of Gander recognizes residents and employees all face their own challenges. It is our commitment to demonstrate empathy and understanding where possible. By fostering a sense of solidarity and community care, support can be provided to those in vulnerable situations.

**Community Engagement** – The Town of Gander is actively engaged with residents to encourage their participation and gather feedback ensuring citizens have a voice in shaping projects, fostering inclusive and responsive governance.

**Accessibility and Inclusivity** – The Town of Gander is committed to ensuring that all individuals, regardless of their background and ability, have equal access to opportunities and services. Through the implementation of practices and policies that promote diversity, equity, and inclusion, all individuals can be supported.

**Quality of Life** - The Town of Gander is dedicated to enhancing the quality of life for its residents through various initiatives, including, but not limited to, allocating resources to obtain quality healthcare, affordable housing, educational opportunities, developing and maintaining infrastructure, supporting local businesses, ensuring access to essential services, and promoting community safety through municipal enforcement.

**Continuous Improvement** – Periodic reviews shall take place to ensure policies remain relevant and effective to the Town of Gander’s organizational goals.

## Policy Guidelines

The following objectives offer precise guidance for the implementation of this policy and the attainment of targeted goals.

### 1.0 Partnership Governance

1.1 The Town will maintain a partnership-driven approach that prioritizes the perspectives of accommodation providers who collect and remit the tax.

### 2.0 Sector Representation through ATAC

2.1 ATAC will be primarily composed of accommodation providers. It will be co chaired by one accommodation provider and one Council or staff appointee.

### 3.0 Shared Community Priority – Event & Active Living Centre

3.1 Accommodation Tax revenues support development of an Event & Active Living Centre to increase capacity for sport tourism and event hosting.

### 4.0 Allocation Framework (4% Total Tax)

4.1 3.5% → Capital Reserve / Debt Servicing Fund for the Event & Active Living Centre or an eligible scaled facility.

4.2 0.5% → Marketing, Attraction, Event & Tournament Hosting Fund.

### 5.0 Scaled Facility Option

5.1 If the full facility cannot proceed, priority will be given to developing a second ice surface with a multi use sport flooring system to support event and sport tourism.

**Policy Procedures**

**1.0 Establishment and Maintenance of ATAC**

1.1 Governance & Legislative Services will maintain ATAC with a majority representation from accommodation providers.

**2.0 Appointment of Co Chairs**

2.1 One co chair elected from among accommodation providers.

2.2 One co chair appointed by Council or staff.

**3.0 Sector-Led Engagement**

3.1 ATAC leads engagement with the sector and community regarding revenue use, tourism priorities, and capital planning.

**4.0 Weighted Analysis**

4.1 ATAC applies a weighted influence model:

4.1.1 **Primary Weight:** Tax collecting accommodation providers

4.1.2 **Secondary Weight:** Tourism operators and business partners

4.1.3 **Advisory Weight:** Public input

**5.0 Capital & Marketing Allocation Planning**

5.1 ATAC incorporates the capital reserve and marketing/attraction/event hosting allocations into its annual advice to Council.

**6.0 Scaled Facility Assessment**

6.1 ATAC assists in identifying viable scaled tourism supporting options when full facility development is not feasible.

**7.0 Annual Reporting**

7.1 ATAC prepares an Annual Accommodation Tax Sector Participation Report including engagement results, revenue review, and weighted recommendations.

**Statement of Jurisdiction**

Town of Gander is obligated to comply with all relevant policies, acts, regulations, and legislations that govern municipal operations. It is imperative to note that the Town does not possess the authority to supersede mandates established by higher levels of government. If conflicts arise between Municipal, Provincial or Federal Acts/Regulations, the higher level of jurisdiction will prevail.

**Appeals/Review Process**

Appeals that are eligible to be heard by the Central Newfoundland Regional Appeal Board may be submitted to [URPA.Appeals@gov.nl.ca](mailto:URPA.Appeals@gov.nl.ca). For complete information, please visit <https://www.gov.nl.ca/mpa/for/appeals/>.

Council may hear requests for internal review and additional appeal methods may be made available through Policy of Council or other judicial processes.

DRAFT FEB, 2026

**APPENDIX A  
POLICY AMENDMENTS AND RESOLUTIONS OF COUNCIL**

DRAFT FEB, 2026

**Amendments and Resolutions**

Policy Adopted	Date:	Resolution:
Date:	Date:	

Date:	Date:	
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DRAFT FEB, 2026



## **ACCESSORY BUILDING REGULATIONS**

Amended and adopted by the Town Council of the Town of Gander on the 28<sup>th</sup> day of April 2021 and to come into effect as of the 29<sup>th</sup> day of April 2021.

A copy of these Regulations was forwarded to the Minister of Municipal and Provincial Affairs on the 5<sup>th</sup> day of May 2021.

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**MAYOR**

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**TOWN CLERK**

**PUBLISHED BY AUTHORITY**

Pursuant and by virtue of the powers conferred by Section 414 and any other enabling sections of the *Municipalities Act, 1999 SNL Chapter M-24* as amended, the Town Council of the Town of Gander hereby adopts the following Accessory Building Regulations.

A copy of these Regulations was forwarded to the Minister of Municipal and Provincial Affairs on the 5<sup>th</sup> day of May 2021.

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**MAYOR**

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**TOWN CLERK**

**ACCESSORY BUILDING REGULATIONS**

**1. Title**

These Regulations may be cited as the Town of Gander Accessory Building Regulations.

**2. Intent**

The Town of Gander recognizes the wants and needs of residents and business owners to incorporate an accessory building to their property. With this in mind, the construction and placement of any accessory building must follow certain guidelines which allow the maximum utilization of a property without negatively impacting neighbours, utility workers and the municipality in general.

Building Permits are required for the construction of all accessory buildings, including extensions/additions to existing structures. It is the responsibility of the homeowner to ensure that a building permit is obtained PRIOR to any construction.

**3. Definitions**

**ACCESSORY BUILDING** means a detached subordinate building not used for human habitation, located on the same lot as the main building structure or use to which it is accessory, the use of which is naturally or customarily incidental and complementary to the main use of the building, land or structure, and shall include:

- i. **Residential:** domestic garages, sheds, covered swimming pools, gazebos, greenhouses, or shelters for domestic pets.
- ii. **Non-Residential:** Workshops, garages or storage sheds etc.

**BUILDING FOOTPRINT** means the greatest horizontal area of a building above grade within the outside surface of exterior walls or within the outside surface of exterior walls and the centre line of firewalls.

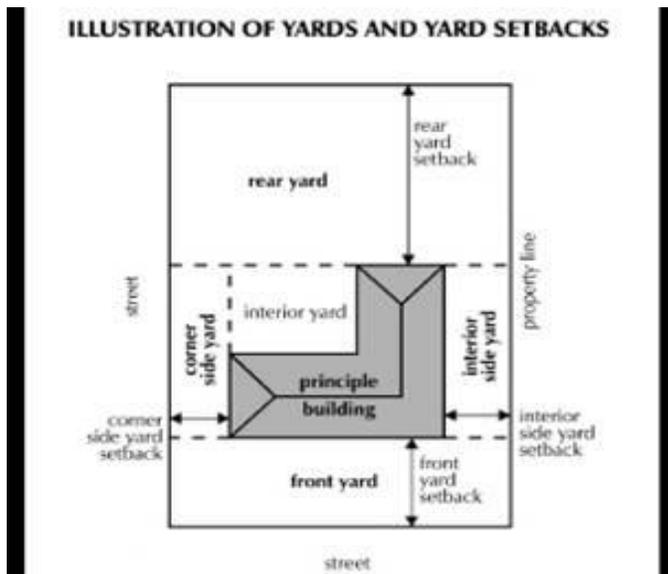
**BUILDING LINE** (See also **SETBACK, FRONTYARD**) means a line established by Council that runs parallel to a street line and is set at the closest point to a street that any building may be placed.

**SETBACK** means the least horizontal distance permitted between a lot line of a lot and the nearest portion of any building envelope on a lot.

**SETBACK, FRONTYARD** means the distance between the “building line” as defined in these regulations and the front street line of a lot.

**SETBACK, REARYARD** means the distance between the rear lot line and the rear wall of the main building on the lot.

**SETBACK, SIDEYARD** means the distance between the side lot line and the nearest sidewall of a building on the lot.



**STREET LINE** means the edge of a street reservation as defined by Council or the Province.

#### 4. Application

- a) Building Permit fee
  - i. Building permit cost as per the Town of Gander current schedule
  - ii. Fee to be paid upon receipt of application.
  - iii. Where the Authority has been made aware that an accessory building has been erected, or construction has commenced, prior to the issuance of a building permit, the permit fee shall be doubled.
  
- b) Building permit Process
  - i. Complete a Town of Gander Building Permit Application, which can be found online or at the Town Hall;  
<https://www.gandercanada.com/en/resourcesGeneral/BUILDING-PERMIT-APPLICATION-fillable.pdf>
  - ii. To determine maximum size, permitted locations, and required sideyards for the property, contact the Engineering Department.
  - iii. Provide a neat sketch on the back of the building permit application in the space provided. Indicate the size and location of the proposed accessory building, as well as the distances from rear and side boundary lines and the main building. Include the location of any easements, driveways, as well as any existing structures on the property, along with their measurements. A current real property report can be submitted along with the application to verify all data.
  - iv. Pay the applicable fee as calculated by the Engineering Department after initial application review.
  - v. Once the application has been processed, a Town official will visit the property to assess site suitability.
  - vi. Non-residential accessory buildings will also be subject to Service NL plan review, their approval is required before a building permit can be issued.
  - vii. The building permit will only be issued after all criteria have been met.

#### 5. General Information

- a) No accessory building or part thereof shall project beyond a front building line. Corner lots are considered to have two (2) building lines. Accessory buildings located on corner lots in Residential zones are required to have a minimum sideyard of 6.0m on the flanking street. In a Non-Residential zone, a minimum sideyard of 10m is required on the flanking street. (Drawing #2S)
  
- b) If an accessory building projects in front of the rear building line, then Development Regulation sideyards for the zone in question are in effect

(Drawing #4S); If an accessory building projects in front of the rear building line, but not in front of the neighbouring properties rear building line, the sideyards for the zone in question are in effect. If the accessory building projects in front of the rear building line, but not in front of the neighbouring property, the sideyard shall be 2m. (Refer to Drawing# 21-1018-3R)

- c) The cumulative total size for accessory buildings shall not exceed 8% of the lot in residential zones
- d) The cumulative total size for accessory buildings shall not exceed 14% of the lot in non-residential zones.
  - i. Variances will not be permitted;
- e) There shall be a sideyard and rearyard minimum of 1.0m for accessory buildings up to 55m<sup>2</sup>. For every percentage greater than the maximum of 55m<sup>2</sup>, minimum sideyard, rearyard and building separations shall be increased proportionately in residential zones. There shall be a sideyard and rearyard minimum of 1.0m for accessory buildings in non-residential zones. Where non-residential properties are directly adjacent to residential zones, the abutting sideyard and/or rearyard will increase to 3m.
- f) Maximum height shall be no greater than 5.5m from finish grade to peak in residential zones. For non-residential buildings, height will be governed by the development regulations for the applicable use zone table.
- g) Accessory buildings in residential areas shall be constructed a minimum of 2.0m from any dwelling unit. Separation from any non-residential building shall conform to Service NL requirement (Drawing #1S);
- h) Residential Mobile Home (RMH) Zones
  - i. Accessory buildings shall be set back a minimum of 20 metres from the front property line (Drawing #3S);
  - ii. Accessory buildings shall be required to maintain a minimum 1.0m distance from the side and rear boundaries of the property. The property line between mobile homes is established as 1.2m from the neighbouring trailer on the minor sideyard side;
  - iii. If windows are to be installed in the accessory building on the side facing the adjoining property, a minimum 1.2m sideyard will be required;
- i) All non-residential applications are subject to review by Service NL.

## 6. Council Discretion

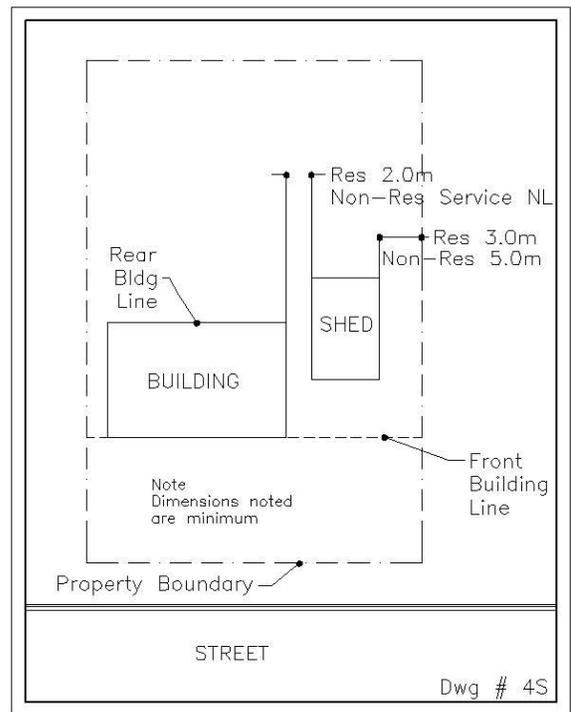
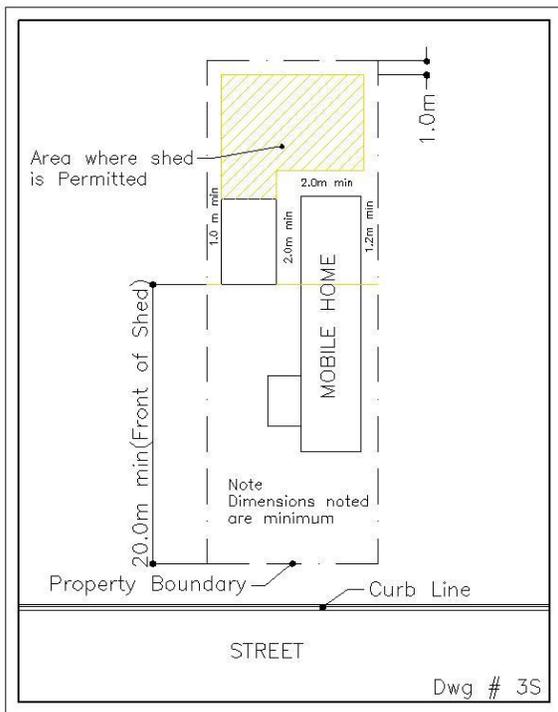
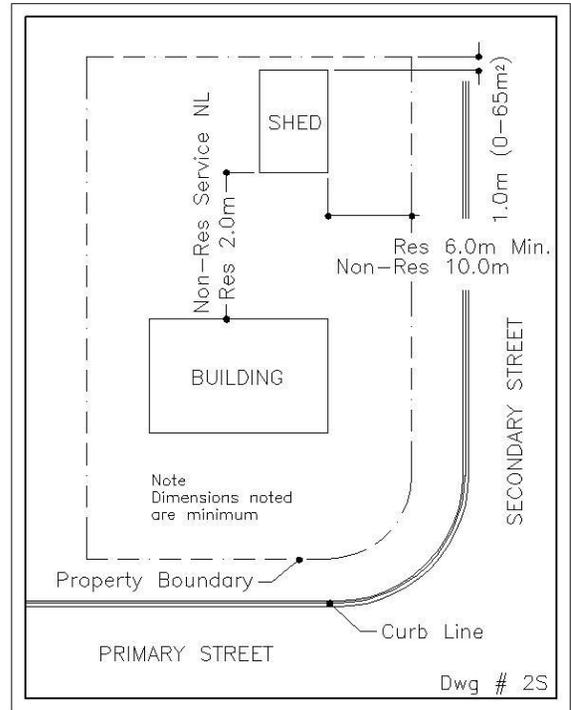
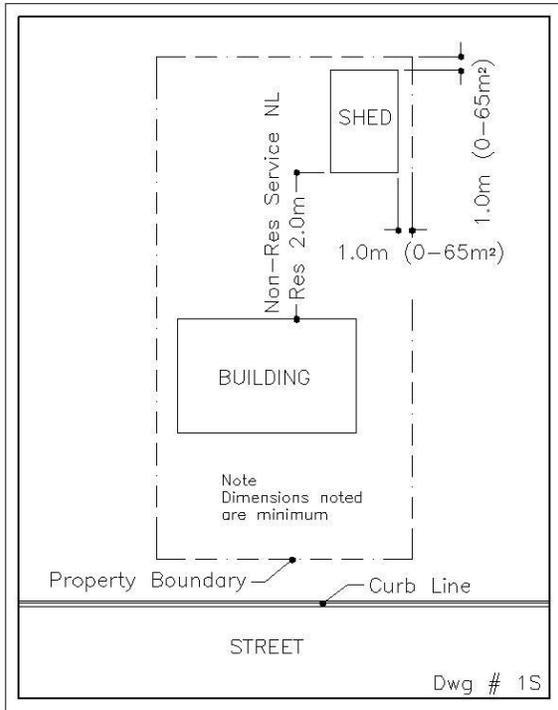
Council delegates its approval authority under this Regulation to the Director of **Planning and Public Works** ~~the Department of Engineering, Planning, and Development~~ and the Authorized Agents of the Department for the purpose of approving permit applications that are in compliance with the provisions set forth in this Regulation.

Approval of permits that are outside the provisions of the regulations are under the authority of and subject to Council's approval in the form of an Approved Motion of Council.

When considering such applications, Council shall take into consideration the following but not limited to:

- i. The location of the accessory building on the lot.
- ii. The size of the accessory building compared to the dwelling/building on the lot.
- iii. Visibility of the structure from neighbouring properties and/or street.
- iv. If the accessory building will block a view/or light from adjoining properties.
- v. Site conditions.
- vi. The amenity of the surrounding areas.
- vii. The definition of accessory building.
- viii. Any representation received from neighbouring properties.
- ix. Polices set out in the Municipal Plan/Development Regulations.

Town of Gander Accessory Building Regulations







# Town of Gander Accessory Building Regulations



Drawing Title: ACCESSORY BUILDING— PROPOSED REGULATION	Drawn By: JUSTIN COLLINS	Scale: 1:250
	Date: 05/03/2021	Drawing Number: 21-1018-3R

## **7. Inspections and Maintenance**

When construction is complete, contact the Engineering department for final inspection. All accessory buildings will be inspected upon completion for compliance with the Town of Gander's building regulations.

All accessory buildings within the boundary of the Town shall be maintained to the satisfaction of the Council and where an accessory building, in the opinion of the Council, is in need of maintenance, the Council shall so inform the owners or occupiers by registered letter.

## **8. Enforcement**

- a) The Town Council of Gander or its authorized administrator shall be the Enforcement Authority for the purposes of these Regulations;
- b) Enforcement and prosecution under these Regulations may be undertaken by any Municipal Enforcement Officer or by any other person so authorized by the Enforcement Authority;
- c) Pursuant to Section 404(1) of the Act, the Enforcement Authority may serve upon the owner or any other person in violation of a provision of these Regulations, a serially numbered notice advising the nature of the violation and required action to conform with the standards as set out in these Regulations;
- d) The owner or any other person served a notice shall carry out the directions of the Enforcement Authority referred to in Section 6 (c) at the cost of the owner or person served within the time specified;
- e) Where the Enforcement Authority has placed or caused the placing of a sign, placard, or notice upon any premises under the authority of these Regulations or any other applicable law, by-law or regulation, no person shall remove such sign, placard, or notice except with the consent of the Enforcement Authority;
- f) Any costs to the Town for all works carried out in response to a violation of these Regulations, in addition to any penalty prescribed hereunder, may be recoverable from the owner or the person in contravention of these Regulations as a civil debt;
- g) Every person requested by a Municipal Enforcement Officer or person authorized to enforce these Regulations shall upon request, forthwith give his/her proper name and address;
- h) It shall be the duty of a Municipal Enforcement Officer or the Enforcement Authority to:
  - i. Report the name and address of any person observed, or reliably reported to have violated any of the provisions of these Regulations;
  - ii. Report the time and nature of the violation of the Regulations, and any circumstances being relevant to the violation;
  - iii. Serve upon the person violating and provision of these Regulations a serially numbered notice that the person concerned has violated a

provision of the Regulations, and instructing such person to carry out any order in regard to such violation;

- iv. Furnish the Town Clerk a duplicate of each serially number notice of violation.

**9. Failure to Comply**

- a) Pursuant to Section 404(5) of the Act, where a person to whom an order is directed does not comply with the order or part of an order made under Section 6 (c), Council may take the action that it considers necessary to carry out the terms of the order and any costs, expenses or charges incurred by Council in carrying out the terms of the order are recoverable from the person against whom the order was made as a debt owed to Council;
- b) Council may delegate to an official or employee of Council the power to issue orders under this section;
- c) The owner shall save harmless Council, its employees, servants or agents from any and all claims arising out of the actions of Council, its employees, servants or agents in the process of inspecting and/or carrying out work under these Regulations, except in the case of gross negligence.

**10. Offence and Penalties**

- a) Every person who commits an offence under these Regulations or who acts in contravention of or fails to comply with any provision thereof, or neglects or refuses to do so:
  - i. May be liable to penalties as stipulated in accordance with Section 420 of the Act; or
  - ii. May be subject to an order under section 404 (1) of the Act; or
  - iii. May be subject to a violation notice issued under section 421.1 (1) of the Act; or
  - iv. May be issued a ticket under the Provincial Offences Act in accordance with section 421.2 of the Act.
- b) The conviction of a person for failing to comply with a requirement or obligation referred to in subsection (a) shall not operate as a bar to further prosecution under these Regulations for the continued failure on the part of the person in comply.

**11. Severability**

If a court of competent jurisdiction should declare any section or part of a section of these Regulations to be invalid, such declaration shall not affect the remainder of these Regulations and the remainder of these Regulations should be valid and shall remain in force.

**12. Repeal**

All previous Accessory Building Regulations are hereby repealed.

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## **TOWN OF GANDER**

### **2026 SCHEDULE OF RATES AND FEES**

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#### **Residential Property Tax**

##### **Mill Rate 7.4 Mills                      Minimum Tax \$100**

Authority – Section 117-118 Towns and Local Services Districts Act, SNL 2023, c. T-6.2

The minimum tax for vacant land is \$380 unless the land is in the waste disposal buffer area in which the minimum tax is \$100.

#### **Property Tax Reduction**

Taxpayers are eligible for a reduction of their annual residential property and water & sewer taxes provided the total income of their household is less than the amount listed below. The total income is deemed to be income from all sources and includes basement apartment rental income, interest income and the income of all occupants of the property:

<b>ANNUAL INCOME</b>	<b>REDUCTION</b>
0.00 - \$20,750	55%
\$20,751 - \$22,500	45%
\$22,501 - \$24,500	25%
\$24,501 - \$27,000	15%

The total income used to evaluate the current year's reduction is based on the previous year's income. Property tax reductions will be issued for the current year only. Applications for property tax reductions are available on the Town of Gander website at [gander.ca](http://gander.ca) and can be picked up at the Town Hall.

Authority – Section 112 (b) Towns and Local Services Districts Act, SNL 2023, c. T-6.2

#### **Commercial Property Tax**

##### **Mill Rate 7.5 Mills                      Minimum Tax \$100**

Authority – Section 117-118 Towns and Local Services Districts Act, SNL 2023, c. T-6.2

The minimum tax will be prorated if the occupancy date is between October 1<sup>st</sup> and December 31<sup>st</sup>.

#### **Auxiliary Unoccupied Non- Residential Property Tax**

##### **Mill Rate 7.5 Mills**

Authority – Section 117-118 Towns and Local Services Districts Act, SNL 2023, c. T-6.2

#### **Charitable and Not for Profit Organizations Property Tax Exemption:**

The following organizations are eligible for a full property tax exemption:

Gander Masonic – Lindbergh	Girl Guides of Canada	Gander Curling Club
Benevolent Order of Elks	SPCA	Broadening Horizons
Chamber of Commerce	Cara Transition House	Gander Disciples
Royal Canadian Legion	Gander Lions Club	Golden Legion Manor
North Atlantic Aviation Museum	Gander Golf Club	

Authority – Section 112 (c) Towns and Local Services Districts Act, SNL 2023, c. T-6.2

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**TOWN OF GANDER**  
**2026 SCHEDULE OF RATES AND FEES**

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**Water & Sewer Tax**

**Commercial**

**Mill Rate 7.5 Mils**

**Base Residential** (Primary and secondary Units) **\$550** (per legally subdivided lot)

**Auxiliary Multi Unit Residential** (3-15 units) **\$550** (Per unit 3-15)

**Multi Residential** (15 + Units)

**Mill Rate 7.4 Mils**

Authority – Section 131-132 Towns and Local Services Districts Act, SNL 2023, c. T-6.2

**Church owned property**

All church owned properties classified as tax exempt under Section 121 (d) will be charged a yearly water and sewer service fee of \$550. Properties classified as tax exempt under Section 121 (f) will be charged a yearly water and sewer service fee of \$550.

The following Charitable and Not for Profit organizations are eligible for the following water/sewer tax reductions:

	<b>2026 W/S Deduction</b>	<b>2026 W/S Payable</b>
North Atlantic Aviation Museum	2,543.03	4,018.72
Curling Club	2,607.61	3,840.89
Golf Club	6,627.55	3,468.95

The minimum tax will be \$100 per year.

The minimum tax will be prorated if the invoice date is between October 1<sup>st</sup> and December 31<sup>st</sup>.

Authority – Section 112 (c) Towns and Local Services Districts Act, SNL 2023, c. T-6.2

**Business Tax**

**Tax Classification Groupings**

**Tax Classification 1 (5 Mils)**

- **Lifestyle 1** Providers of non-medical, personal wellness and transportation services specifically intended to improve the health, fitness, and quality of life of individuals. **Minimum \$300**

Examples include:

- Agriculture & Farming
- Activity Based Tourism Services
- Aerobic Studio
- Blood Collection Services
- Chartered Bussing Service
- Dance Studio
- Fitness studio

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## TOWN OF GANDER

### 2026 SCHEDULE OF RATES AND FEES

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#### **Lifestyle 1 cont'd**

- Home Care
- Music/Art Studio
- Private Gym
- Public Transportation
- Recreation Service
- Taxi Service
- Yoga studio
- **Lifestyle 2** Providers of personal care services often incorporating one-on-one supervisory support/assistance and include educational or recreational programming. **Minimum \$300**  
Examples include:
  - Daycare/Childcare Services
  - Group Home
  - Rest/Retirement Home

#### **Tax Classification 2 (6 Mills)**

- **Hospitality 1** Companies or property owners provide overnight and extended stay accommodation with or without ancillary business lines including bars, eating establishments, fitness centres, swimming pools. where the total footprint is less than 10,000ft<sup>2</sup> etc.  
**Minimum \$300**  
Examples include:
  - Bed and Breakfast Establishment
  - Inns and RV Park
  - Hospitality Home
  - Hotel
  - Motel
  - Short -Term Rentals

#### **Tax Classification 3 (13 Mills)**

- **Business 3** Companies whose primary business includes the sale of products and/or services either directly to the public or on a wholesale basis and operate from commercial or industrial zones as well as Home Based Businesses including offsite storage as well as courier and logistics companies.  
**Minimum \$300**  
Examples include:
  - Building Supplies Store
  - Business office
  - Courier/Trucking (all footprint)
  - Cleaning Services
  - Department Store
  - Dry Cleaner
  - Fixed Base Operator
  - Funeral Home
  - Furniture Store
  - General Retail

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## TOWN OF GANDER

### 2026 SCHEDULE OF RATES AND FEES

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#### **Business 3 cont'd**

- Grocery Store
  - Hairdresser
  - Hardware Store
  - Laundry Mat
  - Lotto Booth
  - Moving Company (all footprints)
  - Pharmacies
  - Private College
  - Property/Grounds Maintenance
  - Recreation Vehicles
  - Restaurants
  - Service Station
  - Travel Agency
  - Warehouse (all footprint)
  - Waste Collection
- **Business 4** Businesses operating from facilities between 20,000 ft<sup>2</sup> and 40,000 ft<sup>2</sup> (including offsite storage) as well as all auto dealerships, in commercial or industrial zones, whose primary business includes the sale of products and/or services either directly to the public or on a wholesale basis.  
**Minimum \$300**  
Examples include:
    - Building Supplies Store
    - Business office
    - Auto Dealership (all footprint)
    - Department Store
    - Fixed Base Operator
    - Furniture Store
    - General Retail
    - Grocery Store
    - Hardware Store
    - Mixed Retail (including Pharmacies)
    - Private College
    - Recreation Vehicles
    - Service Station

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## TOWN OF GANDER

### 2026 SCHEDULE OF RATES AND FEES

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#### Tax Classification 4 (14 Mils)

- **Professional Service 1** Companies employing skilled trade persons, technicians and/or technical specialists for the upgrade and repair of buildings and ancillary structures, equipment, vehicles etc. operating from a commercial or industrial zone or home-based business which may include integrated space for business administration, storage, and specialized repair work.

#### Minimum \$500

Examples include:

- Aircraft Maintenance, Repair and Overhaul
- Autobody Shop
- Automotive Repair Garage (*may include Autobody Repair*)
- Carpentry (*excluding new home construction*)
- Drafting
- Electrical Contractor
- Insurance Adjustor
- Mechanical Contractor
- Mining/Mineral Exploration
- Plumbing Contractor
- Property Appraiser
- Property Restoration Specialist
- Refrigeration Contractor
- Roofing Contractor
- Small engine and Appliance Repair
- Welding and Metal Fabrication

#### Tax Classification 5 (15 Mils)

- **Business 1** Companies that combine two or more components to fabricate or modify components to create a value-added final product. This business class includes integrated onsite and offsite administrative offices, storage structures, maintenance garages, laydown yards and quarries.

#### Minimum \$500

Examples include:

- Aircraft Overhaul and Modification
- Civil Construction
- New Residential/Commercial Construction (General Contractor)
- General Manufacturing/Industry
- Residential Development

#### Tax Classification 6 (17 Mils)

- **Professional Services 2** Providers of ancillary, rehabilitative and supportive services, healthcare services who are regulated by the Government of Newfoundland and Labrador. Services may be provided from a commercial or industrial zone and licensed health care providers other than medical doctors providing physical and mental rehabilitation services that help return a person to optimal physical and psychological functioning. Services may be provided from a commercial or industrial zone. **Minimum \$500**

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## TOWN OF GANDER

### 2026 SCHEDULE OF RATES AND FEES

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#### **Professional Services 2 cont'd**

Examples include:

- Acupuncture
- Audiology
- Chiropractors
- Dental Hygienist
- Denturists
- Homeopathy
- Laser Therapy
- Massage Therapy
- Occupational Therapy
- Psychologists
- Physiotherapy
- Respiratory Therapy
- Speech Language Pathology

#### **Tax Classification 7 (25 Mils)**

- **Business 2** Companies engaged in the production, refinement and/or bulk storage of mineral aggregates or their derivatives. **Minimum \$500**

Examples include:

- Asphalt Plant
- Concrete Plant
- Mineral Processing

#### **Tax Classification 8 (30 Mils)**

- **Business 5** Businesses operating from facilities greater than 40,000 ft<sup>2</sup> (including offsite storage) within commercial or industrial zones, whose primary business includes the sale of products and/or services either directly to the public or on a wholesale basis. **Minimum \$300**

Examples include:

- Building Supplies Store
- Business office
- Department Store
- Fixed Base Operator
- Furniture Store
- General Retail
- Grocery Store
- Hardware Store
- Mixed Retail (including Pharmacies)
- Private College

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## TOWN OF GANDER

### 2026 SCHEDULE OF RATES AND FEES

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#### Tax Classification 8 cont'd (26 Mils)

- **Hospitality 2** Companies or property owners provide overnight and extended stay accommodation with or without ancillary business lines including bars, eating establishments, fitness centres, swimming pools etc. where the total footprint is more than 10,000ft<sup>2</sup>.

##### Minimum \$300

Examples include:

- Bed and Breakfast Establishment
- Inns and RV Park
- Hospitality Home
- Hotel
- Motel
- Short -Term Rentals

#### Tax Classification 9 (30 Mils)

- **Business 6** Sales offices/counters and facilities affiliated with major transportation, media, and communications companies. **Minimum \$500**

Examples include:

- Air Navigations Service
- Airline Ticket Office
- Car Rental Office
- Mass Transit Ticket Sales
- Radio Station
- Television Studio

- **Professional Services 3** Financial services organizations whose primary business is wealth management specifically of providers of investment advice, fund management and brokerage services and operating from a commercial or industrial zone or a home office. **Minimum \$500**

Examples include:

- Finance Adviser and Broker
- Insurance Sales
- Investment Broker

#### Tax Classification 10 (32 Mils)

**Professional Services 2a** Medical practitioners with advanced degrees in human or veterinarian medicine who diagnose and treat diseases, conditions, and injury of the body. **Minimum \$500**

Examples include:

- Physicians
- Podiatrists
- Dentists
- Veterinarians
- Optometrist

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## TOWN OF GANDER

### 2026 SCHEDULE OF RATES AND FEES

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#### Tax Classification 10 cont'd (32 Mils)

- **Professional Services 4** Companies that offer professional services and operate from a commercial or industrial zone or a home office and require specialized knowledge or training and offer creative, administrative, and business consultative services. **Minimum \$500**

Examples include:

- Accounting
- Architects
- Business and Management Consultant
- Engineering
- Lawyer/Paralegal
- Real Estate Sales
- Surveyor

#### Tax Classification 11 (100 Mils)

- **Business 7** Properties primarily used for the mass storage or stockpiling of material goods, petrochemicals, equipment, and vehicles which may or may not include annex structures and bulk storage containers. **Minimum \$500**

Examples include:

- Bulk Fuel Storage
- Stand-alone Laydown Yards

#### Tax Classification 12a, 12b & 12c (120 Mils)

- **Financial Services** Regulated and insured companies that provide investment and credit services operating from a commercial or industrial zone or home office.

##### Tax Classification 12a

Banks **Minimum \$50,000**

##### Tax Classification 12b

Credit Unions **Minimum \$30,000**

##### Tax Classification 12c

Finance and Credit Companies **Minimum \$5,000**

#### Tax Classification 13 (2.5% of Gross Revenues)

- Businesses regulated under the Taxation of Utilities and Cable Television Companies Authority – Section 125 Towns and Local Services Districts Act, SNL 2023, c. T-6.2

The minimum tax will be prorated if the occupancy date is between October 1<sup>st</sup> and December 31<sup>st</sup>.

#### **Business Out of Residence Tax**

Occupancy Permit \$10

Where the fixed place of business cannot be assessed under the Assessment Act, an Annual Tax Rate of \$7.25/\$1,000 in gross sales, to a maximum of \$700, will be imposed and the tax will be based on the previous year's gross sales. The same minimum tax will be charged as outlined in the Business Tax Rates depending upon classification.

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## **TOWN OF GANDER**

### **2026 SCHEDULE OF RATES AND FEES**

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Where there is a fixed place of business that can be assessed under the Assessment Act, the Home-Based Business will be taxed at the appropriate business tax rate. The same minimum tax will be charged as outlined in the Business Tax Rates depending upon classification.

Personal Service Home Based Businesses include, but are not limited to, hairdressers, estheticians, beauty parlors and related.

#### **Tourist Accommodations Tax**

Tourist Accommodation Tax 4% of the daily rate for the tourist accommodation.

Authority – Section 129 Towns and Local Services Districts Act, SNL 2023, c. T-6.2

#### **Licence of Occupation**

Residential	\$50/year
Commercial	\$50/year plus 1/10 land value

#### **Animal Control**

Dog and Cat licenses (male or female)	\$30 lifetime of owner fee
Impounding Fees	\$25 First Offence \$50 Second Offence within a 12-month period, plus \$5 per day for each day the Animals are held at the Animal Shelter. If the animal is not licensed, the impounding fees are doubled.
Replacement Tags	\$5 each

#### **Mobile Business & Vending Machine Operations**

Permit Fee Structure	\$50/day Seasonal permit \$125 plus \$10 per mobile unit Annual permit \$225, plus \$10 per mobile unit
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#### **Taxi Fees**

Annual Taxicab Vehicle Licence	\$30
Annual Limousine Vehicle Licence	\$50
Decal for Operating Taxicab	\$10
Annual Taxicab Operator's Licence	\$20
Replacement Decals for Operating Taxi	\$10
Transfer Fee for Annual Taxicab Vehicle Licence	\$15

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## **TOWN OF GANDER**

### **2026 SCHEDULE OF RATES AND FEES**

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Transfer Fee for Annual Taxicab Operator's Licence	\$10
Temporary Annual Vehicle Licence**	\$20
Replacement Taxi Rate Decals	\$10

(\*\*to be issued only during the period January to March of each year, prior to the regular fee being applicable on April 1)

#### **Permit Fees**

##### **Residential**

- Minor Construction (under \$20,000): \$1/\$1000 of construction value
- Major Construction (\$20,000 and over): \$2/\$1000 of construction value
- Minor cosmetic repairs less than \$5,000 do not require a permit

##### **New Homes**

- Construction value based on cost per square foot
- Additional Fees:
  - \$50 Permit to Occupy
  - \$1,500 Wastewater Service Levy
  - \$300 Grading Verification Fee

##### **Refundable Deposits:**

- \$500 Building Inspection
- \$500 Grading Inspection (Reinspection fee of \$100 per visit)
- \$300 Tree Deposit (Refund to be issued only up to 36 months after the application date)

##### **Subsidiary Apartments, Secondary Suites, Structural Renovations and Additions**

- Construction value based on cost per square foot
- Additional Fees:
  - \$50 permit to occupy (applies to apartments and suites)
- Refundable Deposits
  - \$500 Building Inspection (Reinspection fee of \$100 per visit)

Minimum Charge \$10

##### **Accessory Buildings**

- Construction Value based on cost per square foot
- Minimum Charge \$25

##### **Fences, Patios, Decks, Balconies, Non-structural Renovations and Cosmetic Repairs**

Minimum Charge \$10

##### **Permit Renewal \$10**

##### **Non-Residential**

\$5/\$1000 of construction value minimum charge of \$25

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**TOWN OF GANDER**  
**2026 SCHEDULE OF RATES AND FEES**

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**Permit Fees cont'd**

**New Buildings**

Construction value based on cost per square foot using RS Means Building Construction Cost Data book

Additional fees:

\$100 Permit to Occupy

\$1,500 Wastewater Service Levy

\$300 Grading Verification Fee

Refundable Deposits (not required if construction is certified by P. Eng. or Architect):

\$500 Building Inspection

\$500 Grading Inspection (Reinspection fee of \$100 per visit)

**Structural Renovations and Additions**

Construction value based on cost per square foot using RS Means Building Construction Cost Data book

Refundable Deposits

\$500 Building Inspection (Reinspection fee of \$100 per visit)

Minimum Charge \$25

**Accessory Buildings**

Construction Value based on cost per square foot

Minimum Charge \$25

**Fences, Patios, Decks, Balconies, Non-structural Renovations, Cosmetic Repairs, Signs and Advertising Devices**

Minimum Charge \$25

**Permit Renewal \$25**

**Occupancy Permits**

Required prior to moving into a building that has been vacant for a period of 6 months or more, a newly constructed building, or a building which has a change of use.

Residential \$50 Commercial \$100

**Demolition Permit \$25**

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**TOWN OF GANDER**  
**2026 SCHEDULE OF RATES AND FEES**

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**Permit Fees cont'd**

**Driveway Installation Permit**

Required if you add an additional driveway or widen an existing driveway

Minimum Charge \$25

Additional fees (may apply if work on the town's infrastructure are required) of \$20/m curb cut down (minimum charge \$100)

\$ 175/m sidewalk removal

**Street Excavation**

Required if a contractor removes any portion of the Town's infrastructure. Insurance certificates need to be provided.

Minimum charge \$250

Refundable Deposits- \$5,000 to be held for 12 months for warranty purposes

**Water and Sewer Connection**

Required if there is a need to connect to the town's water or sewer system. Insurance certificate to be provided

Minimum charge of \$400 per connection for larger sized services.

Residential sized services have one fee for all three connections. (Water, storm, and sanitary connection)

**Miscellaneous Fees**

Zoning Compliance Letters	\$150
Side yard Compliance Letters	\$100
Town Plan Amendment	\$1,000 – without public hearing plus \$2,200 – if public hearing is required
Development Regulations Amendments	\$1,000
Development Application Fee	\$50
Subdivision Development Application Fee	\$200
Subdivision Resubmission Review Fee	\$200
Tax Inquiry	\$150
Tax Certificates	\$150 (If no tax inquiry is required for the property)
Subdivision Development Fees	Residential \$30 per front metre Residential Recreation \$5 per front metre Commercial \$35 per front metre

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**TOWN OF GANDER**  
**2026 SCHEDULE OF RATES AND FEES**

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**Miscellaneous Fees cont'd**

	Apartments: \$250 per unit (1 bedroom) \$300 per unit (2 bedrooms) \$350 per unit (3 bedrooms)
NSF Payments/Returned Payments	A charge of \$25 will be levied for anyone having a payment returned by a finance institution.
Vehicle Impounding Fees	Towing Charge plus \$20/night
Fire Alarm Monitoring Fee	\$400/year plus HST
After Hours Service Request	Cost Recovery Basis
Fire Extinguisher Monthly Inspection	Cost Recovery Basis
Charge for Witnessing Documents Unrelated to Town Business	\$50 plus HST
Marriage Fee	\$200 plus HST
Sludge Disposal Fees	\$100 load per 1000 gallons or less \$200 load per 1001 to 3000 gallons \$300 load over 3000 gallons
Wood Stove Inspection	\$150 plus HST

**Recreation Department Fees**

**Steele Community Centre User Rates**

Ice Rental Rates for Adult & For-Profit Groups

<b>Sunday to Friday</b>	6:00am - 8:00am	\$78.38/hr.
	8:00am - 6:00pm	\$133.05/hr.
	6:00pm - Close	\$181.43/hr.
<b>Saturday</b>	6:00am - Close	\$133.05/hr.

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**TOWN OF GANDER**  
**2026 SCHEDULE OF RATES AND FEES**

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**Recreation Department Fees cont'd**

**Ice Rental Rates for Minor Hockey and Figure Skating**

<b>Sunday to Friday</b>	6:00am - 8:00am	\$78.38/hr.
	8:00am - 7:00pm	\$108.86/hr.
	7:00pm - Close	\$181.43/hr.
<b>Saturday</b>	6:00am - 8:00am	\$78.38/hr.
	8:00am - Close	\$108.86/hr.

**General/Family/Morning Skating & Shiny Hockey**

<b>Morning Skating</b>		Adults: \$3.48
<b>General Skating</b>		Students: \$2.61
<b>Family Skating</b>		
<b>Family Skating Pass</b>	Includes 2 Adults & their Children	\$65.22 per season or \$10 per session
<b>Shiny Hockey</b>		\$4.35

**Spring/Summer Floor Rentals**

<b>Floor Rental</b>	Daily	\$69.78/hr.
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**Non-Ice Events**

Steele Community Centre rental rates have been set at the following:

**When Ice is On**

\$2,560.19 per day, plus other recoverable costs. For set-up and tear-down days, the rate will be \$2,048.15.

**When Ice is Not On**

\$2,355.37 per day, plus other recoverable costs. For set-up and tear-down days, the rate will be \$1,536.11 per day.

**Room Rental: Steele Community Centre** \$26.75 an hour (birthday parties only)  
 Cobb's Pond Building \$50 per hour (Amphitheatre electricity \$20/hr)

**Steele Community Centre Parking Lot Rental Fee** \$535/day

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**TOWN OF GANDER**  
**2026 SCHEDULE OF RATES AND FEES**

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**Recreation Department Fees cont'd**

**Field Rentals**

Recreation Softball	Adult	\$524.30/per team per season
	Children	\$9.31/child for June–August (\$4.65/child per mth after August)
Baseball Teams	Adult	\$524.30/ per team per season
	Children	\$9.31/child for June–August (\$4.65/child per mth after August)
Soccer Teams	Adult	\$524.30/ per team per season
	Child	\$9.31/child for June–August (\$4.65/child per mth after August)
Track and Field	Adult	\$524.30/ per team per season
	Child	\$9.31/child for June–August (\$4.65/child per mth after August)

Town Field Lighting Fee (Soccer/Track & Softball) \$20/hour

Tournament Daily Rental Fee (All facilities)

Youth	\$107.00
Adult	\$160.50

Single Ballfield, Soccer Games \$37.45 per 1.5 hours

Single Track and Field Rentals \$21.4 per 1.5 hours

**Field and light will be donated to organizers of youth / special Olympics Provincial / Atlantic scale tournaments drawing a minimum of 4 teams.**

**NOTE: HST is to be added for all the rates charged in this section.**

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**TOWN OF GANDER**  
**2026 SCHEDULE OF RATES AND FEES**

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**Interest on Overdue Accounts**

The due date for payment of taxes for properties and businesses assessed as of January 1, 2026, is March 31, 2026.

All taxes that are in arrears after March 31, 2026, will be charged simple interest at the rate of 12% per annum which will be charged at the first day of each month on the outstanding principal.

For those property owners who elect to pay their property tax monthly by post-dated cheque or pre-authorized bank payment, the due date is the last banking day of the month in which the tax is payable and will be considered overdue if unpaid after the end of the month and the simple interest rate will be set at 12% per annum.

All other property, business and water and sewer taxes, including supplementary assessments, are due 30 days from the date of issuance and all invoices in arrears at the end of the 30-day period following the issuance will be subject to simple interest charges of 12% per annum. All other miscellaneous billings are due 30 days from the date of issuance and all invoices in arrears at the end of the 30-day period following the issuance will be subject to simple interest charges of 12% per annum.

Authority – Section 111 Towns and Local Services Districts Act, SNL 2023, c. T-6.2