



**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:

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).

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 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)

B. Hefford, Town Clerk



SCOUT GUIDE WEEK

February 15th – 22nd, 2026



Proclamation

Scouting and **Guiding** are celebrating the anniversary of the birth of their founders, Lord and Lady Baden-Powell, from Sunday, February 15th to Sunday, February 22nd, 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 22nd 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 15th to 22nd to be Scout-Guide Week in our community.

Name

Date

Dated February 11th, 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

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.

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 11th day of February 2026.

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**.

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

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.

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)

P. Farwell, Mayor

B. Hefford, Town Clerk

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

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. 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 3rd 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 3rd Wednesday on September 2, 2026 @ 4:00 pm

Committee of the Whole

Every 3rd Tuesday commencing January 13, 2026

Every 3rd Wednesday commencing January 14, 2026

Summer Schedule

July 7, 2026

July 8, 2026

August 4, 2026

August 5, 2026

Meetings will resume every 3rd Tuesday on August 25, 2026

Meetings will resume every 3rd 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.

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

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

5. Actions

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

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

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

requests and identify trends		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