



TOWN OF GANDER
REGULAR MEETING OF COUNCIL
Wednesday, August 12, 2026, 04:00 PM
Council Chambers

Council Present:

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

Staff Present:

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

Regrets:

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.

“We acknowledge that the lands on which we gather are situated on the unceded traditional territories of the Beothuk [bee-oth-uck], and Mi’kmaq [mee-gum-maq] Nations. We also acknowledge Labrador as the traditional homelands of the Innu [in-new], and Inuit [in-new-eet].

We strive to be responsible stewards of the land and commit ourselves to working in a spirit of truth and reconciliation. Therefore, the Town of Gander has an inherent responsibility to foster healthier relationships with First Peoples and further the Calls to Action as outlined by the Truth and Reconciliation Commission.”

3. APPROVAL OF AGENDA

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

Resolution: **26-199**

Moved By Deputy Mayor Pollett

Seconded By Councillor Hancock

THAT the agenda for August 12, 2026 Regular Meeting of Council be approved, as presented.

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

Carried (7 to 0)

4. APPROVAL OF PREVIOUS MINUTES

4.1 July 15, 2026 - Regular Meeting of Council

Minutes from the July 15, 2026 Regular Meeting of Council were presented for approval.

Resolution: **26-200**

Moved By Councillor Woodford

Seconded By Councillor Lidstone

THAT the Minutes from the July 15, 2026 Regular Meeting of Council be approved as presented.

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

Carried (7 to 0)

5. BUSINESS ARISING FROM PREVIOUS MINUTES

6. STANDING COUNCIL BUSINESS

6.1 Governance and Legislative Services

The Governance and Legislative Services Report was presented by Deputy Mayor Pollett.

a. Vendor Permit Locations

Council reviewed correspondence from the Gander Minor Softball Association requesting that its canteen be the sole food vendor at the field complex during three upcoming tournaments. The Association advised that canteen fundraising supports operating and equipment costs and helps maintain affordable programming for local youth. Council considered the request and determined that the current arrangements will remain unchanged, noting the importance of maintaining consistent and equitable access to the field complex for permitted vendors.

b. Highway Traffic Act/Off-Road Vehicles Act

Council reviewed correspondence from the Department of Municipal and Community Affairs requesting information regarding the Town's delegated authority and regulations under section 189 of the *Highway Traffic Act* and subsection 15(1) of the *Off-Road Vehicles Act*. The request included confirmation of applicable Ministerial Orders and municipal regulations, whether Ministerial approval was required for regulations under the *Off-Road Vehicles Act*, and information respecting enforcement. Council discussed the Town's current regulatory and enforcement arrangements and Administration, in consultation with the Town's legal team, will prepare a response to the Department.

c. Appointment of MEO Coordinator

The Committee discussed the appointment of Ryan Preston as the Town's Municipal By-Law Enforcement Coordinator. In accordance with section 278 of the *Towns and Local Service Districts Act*, Council may appoint by-law enforcement officers to support the administration and enforcement of the Town's by-laws. The Committee recommended that Ryan Preston be appointed as a By-Law Enforcement Officer and designated as the Municipal By-Law Enforcement Coordinator for the Town of Gander.

Resolution: **26-201**

Moved By Deputy Mayor Pollett

Seconded By Councillor Handcock

THAT pursuant to section 278 of the Towns and Local Service Districts Act, Council

appoint Ryan Preston as a By-Law Enforcement Officer for the Town of Gander and designate him as the Municipal By-Law Enforcement Coordinator, with authority to administer and enforce the Town's by-laws in accordance with applicable legislation, by-laws, policies and delegated authority.

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

Carried (7 to 0)

d. Municipalities Newfoundland and Labrador Items

Council discussed several Municipalities Newfoundland and Labrador (MNL) matters, including attendance at upcoming MNL events and the Central Director position. Council also discussed the upcoming MNL resolutions process, recognizing it as an important opportunity for municipalities to advance shared priorities, strengthen collective advocacy, and seek support on issues affecting communities throughout Newfoundland and Labrador. Potential resolutions were considered with a focus on reflecting local priorities while also supporting broader municipal interests and advocacy on behalf of the Town of Gander.

e. Municipal Assessment Agency - Correspondence

Council reviewed the Municipal Assessment Agency Board update, including recent Board activities, 2027 valuation results, municipal engagement initiatives, and ongoing assessment and aerial imagery work. Council also noted the upcoming MAA Board meeting scheduled for September 18, 2026, in Gander.

6.2 Planning and Public Works

The Planning and Public Works Report was presented by Councillor West.

a. 2026 Spring Cleanup Report

Council received an update on the Town's 2026 Spring Cleanup Program, completed from May 4 to 15. Approximately 608 tonnes of material were collected, including construction and demolition waste, metal products, and tree branches. Total program costs were approximately \$178,195, representing an increase over 2025 due mainly to higher waste volumes, equipment rentals, disposal containers, and labour costs.

It was noted that the program continues to be well utilized and remains an important

municipal service. It is anticipated that proposed automation of the Waste Transfer Station may encourage greater year-round use, helping to reduce curbside volumes and the resources required for future cleanup programs.

b. Home Based Business - 82 Rowsell Boulevard

Councillor West declared conflict of interest due to applicant being partner and left Council Chambers at 4:12 pm.

Councillor Woodford declared conflict of interest due to brother being in industry. and left Council Chambers at 4:12 pm.

The Committee reviewed an application from MG Electrical to operate a home office from 82 Rowsell Boulevard. A home occupation is listed as a discretionary use within the applicable zone, and the application was advertised in accordance with the Town's Development Regulations, with no objections received.

Resolution: **26-202**

Moved By Councillor Lidstone

Seconded By Councillor Handcock

THAT the application from MG Electrical to operate a home office from 82 Rowsell Boulevard be approved as a discretionary use, subject to the Town of Gander Development Regulations and any conditions outlined in the permit.

For (5): Mayor Farwell, Councillor Handcock, Deputy Mayor Pollett, Councillor Lidstone, and Councillor Abbott

Carried (5 to 0)

Councillor West and Councillor Woodford returned to Council Chambers at 4:13 pm.

c. Public Works Departmental Report

Between July 4 and 27, 2026, Public Works crews continued seasonal maintenance and service activities throughout the community.

During the reporting period, crews completed 26 pothole repair deployments, addressing numerous roadway defects on municipal streets and helping to maintain safe driving conditions.

The Water and Sewer Division responded to 33 service calls and completed one main

line repair on municipal water and sewer infrastructure, helping to ensure the continued reliability of essential services for residents and businesses.

d. Planning Departmental Report

The Committee reviewed the Planning Department Report for the period of July 4 to July 27, 2026, outlining applications received, permits issued, zoning compliance activity, and ongoing development within the community. During the reporting period, 32 residential applications were received, 29 building permits were issued, and three occupancy permits were issued.

e. Call2Recycle - Battery Recycling Program

The Committee reviewed correspondence from Central Newfoundland Waste Management inviting municipalities to participate in a battery recycling program aimed at reducing hazardous materials entering the regional landfill.

Under the program, participating municipalities will be provided with a battery collection box to be placed in a highly visible and publicly accessible location, such as Town Hall, a municipal office, or a community centre. Residents will be able to use the collection box to safely dispose of dry-cell household batteries, including both single-use and rechargeable batteries.

The Committee discussed the environmental benefits of the program and its potential to provide residents with a convenient and responsible battery disposal option. Staff will follow up with the program coordinator to confirm Council's willingness to participate and to make the necessary arrangements for delivery and placement of the collection box.

f. Variance Request - 113 Memorial Drive

The Committee reviewed an application to construct a garage at 113 Memorial Drive with a proposed height of 6.05 metres. The property is located within a Residential Medium Density zone, where the maximum permitted height for an accessory building is 5.50 metres. The Committee noted that Council may, at its discretion, grant variances of up to 10% of the prescribed requirement. The application was advertised in accordance with the Town's Development Regulations, with no objections being received by the advertised deadline.

Resolution: **26-203**

Moved By Councillor West

Seconded By Councillor Abbott

THAT the application to construct a garage at 113 Memorial Drive, with a height of 6.05 metres, be approved, 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)

g. Variance Request - 11 Lacey Place

The Committee reviewed an application to construct a garage at 11 Lacey Place with a proposed height of 6.05 metres. The property is located within a Residential Medium Density zone, where the maximum permitted height for an accessory building is 5.50 metres. The Committee noted that Council may, at its discretion, grant variances of up to 10% of the prescribed requirement. The application was advertised in accordance with the Town's Development Regulations, with no objections received by the advertised deadline.

The Committee reviewed a second request from the property owner to construct the accessory building that would exceed the maximum permitted 8% accessory building lot coverage. Following discussion, the Committee can not approve a variance from the current Development Regulations, therefore, does not approve this request.

Resolution: **26-204**

Moved By Councillor West

Seconded By Deputy Mayor Pollett

THAT the application to construct a garage at 11 Lacey Place with a height of 6.05 metres be approved, 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)

h. HAF Applications - Funding Requests

The Committee reviewed two applications submitted under the Town's Housing Accelerator Fund (HAF) Incentive Program, which provides financial incentives to support the development of new residential units that meet established eligibility

criteria, including affordability, energy efficiency, and design standards. Administration advised that all applications, as presented, satisfy the program requirements and are eligible for funding consideration.

Resolution: **26-205**

Moved By Councillor West

Seconded By Deputy Mayor Pollett

THAT that the application for 35 – 37 Waterton Street be approved for funding of up to \$20,474.08 under the Housing Accelerator Fund (HAF) Incentive Program, subject to the applicant fulfilling all program requirements and obligations.

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

Carried (7 to 0)

Resolution: **26-206**

Moved By Councillor West

Seconded By Councillor Lidstone

THAT the application for 3 Corrigan Street be approved for funding of up to \$13,150.00 under the Housing Accelerator Fund (HAF) Incentive Program, subject to the applicant fulfilling all program requirements and obligations.

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

Carried (7 to 0)

i. Update to Home-Based Business License

Council received an application from Daylight Energy Solutions to amend its existing home-based business approval at 192 Elizabeth Drive. The proposed amendment includes a change in the business name from Daylight Energy Solutions to Daylight Digital Media, providing photography and digital media services as part of the business operations.

It is noted that a home occupation is permitted as discretionary use within the zone in which the property is located. The application was advertised in accordance with the Town's Development Regulations, and one objection was received citing concerns

regarding potential increases in traffic associated with the proposed activity. The application indicates that no customer visits or material deliveries will occur at the property. As such, the proposed amendment is not expected to generate additional traffic or adversely impact the surrounding neighborhood.

Resolution: **26-207**

Moved By Councillor West

Seconded By Councillor Abbott

THAT the application from Daylight Energy Solutions to amend its approved home-based business by changing the business name to Daylight and adding photography and digital media services at 192 Elizabeth Drive be approved.

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

Carried (7 to 0)

j. 7 Tully Place - Home Based Business

The Chief Administrative Office declared potential Conflict of interest and left Council Chambers at 4:32 pm.

The Committee reviewed correspondence from the applicant regarding Council's decision not to approve the proposed home-based business application for acupuncture services at 7 Tully Place. The applicant expressed disappointment with Council's decision and requested an opportunity to meet with Council in person to discuss the matter further. The correspondence outlined the applicant's professional background and stated that approval of the home-based business is important to her ability to provide acupuncture and wellness services within the community.

Council discussed the request and agreed to arrange a meeting with the applicant to provide an opportunity for further discussion regarding the application and Council's decision.

The Chief Administrative Officer returned to Council Chambers at 4:34 pm.

k. Development Application - 271 Magee Road

The Committee reviewed a Development Application for the property located at 271 Magee Road respecting a proposal to establish transitional housing for individuals

recovering from addictions and mental health challenges. Staff advised that the proposed use has been evaluated under the Town of Gander Development Regulations and is most appropriately classified as a Residential Care Home. The subject property is located within the Residential Rural (RR) Zone, where the use is considered a discretionary use.

The Committee concurred with staff's interpretation of the proposed use classification and zoning applicability and recommended that Council classify the proposed development as a Residential Care Home within the Residential Rural (RR) Zone and direct staff to proceed with the required discretionary use notice process in accordance with the Town of Gander Development Regulations. Following completion of the discretionary notice process, the application will be brought back to Council for review and consideration of the proposed development.

I. Development Application - 220 Baird Place

The Committee reviewed an application submitted by the property owner of 220 Baird Place requesting approval to subdivide a portion of the existing property and initiate a rezoning process for the newly created parcel. The proposed subdivision would create a parcel of approximately 2,612.6 m² to facilitate the future development of rental office/commercial buildings. The subject lands are currently zoned Industrial General (IG), and the applicant has requested that the proposed subdivided parcel be rezoned to Commercial General (CG) to accommodate the intended development. The proposed subdivision and rezoning area is illustrated on Drawing No. 26-1044.

Resolution: **26-208**

Moved By Councillor West

Seconded By Councillor Handcock

THAT the Planning and Public Works Department be given permission to proceed with an amendment process to the Town of Gander Municipal Plan and Development Regulations to rezone a portion of 220 Baird Place, as more particularly described on Drawing No. 26-1044, from Industrial General (IG) to Commercial General (CG). It is Council's intention to rezone the subject lands to facilitate the development of commercial rental office buildings on the proposed subdivided parcel.

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

Carried (7 to 0)

Resolution: **26-209**

Moved By Councillor West

Seconded By Deputy Mayor Pollett

THAT Council approve, in principle, the subdivision of a portion of 220 Baird Place as shown on Drawing No. 26-1044, subject to completion of the rezoning process, the submission of a final survey prepared by a Newfoundland and Labrador Land Surveyor, and compliance with all applicable municipal requirements and conditions of approval.

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

Carried (7 to 0)

m. Property Concerns Update - 12 Quimby Place

The Committee reviewed correspondence from residents of 12 Quimby Place regarding concerns associated with activities occurring on the neighboring property, including driveway encroachment, drainage, snow clearing practices, property maintenance matters, and the storage and movement of vehicles and equipment. The residents have requested that the Town review the situation and determine whether any provisions of the Town's regulations have been contravened.

Council acknowledged the concerns raised and directed staff to undertake a review of the matters identified in the correspondence, including any applicable regulatory or enforcement considerations. Staff will investigate the concerns and prepare a recommendation for Council's consideration at a future meeting.

6.3 Community Services

The Community Services Report was presented by Councillor Woodford.

a. Upcoming Events

The following events will be taking place in the coming months:

Aug 12: Concert at Cobb's Pond Rotary Park from 6:30 to 8 pm featuring Mike AuCoin

Aug 15: Gander Revolution hosting the U9 Jamboree.

Aug 17 - Sept 2: Impact Summer Hockey Camp

Aug 19: Concert at Cobb's Pond Rotary Park from 6:30 to 8 pm featuring Bobby Baker

Aug 21 - 23: Gander Minor Softball hosting the U15 Provincial Slo-Pitch Softball Tournament.

Aug 22: Gander Revolution hosting the U7 Jamboree.

Aug 26: Concert at Cobb's Pond Rotary Park from 6:30 to 8 pm featuring Crossroads.

Aug 28th: NL Regiment vs Saginaw Spirit at 7 pm in the Steele Community Centre. Tickets are on sale through Showpass.

August 28 - 30: Baseball Gander hosting the Provincial 11U A Tier 1 Baseball Tournament.

b. RCMP Musical Ride

Council was advised that the RCMP Musical Ride will not tour Newfoundland in 2027, as the required number of host communities could not be secured. The Town's hosting request will remain on file for future consideration, with a possible return to Newfoundland in 2031.

c. Trail and Playground Requests

Council reviewed two residential requests concerning trail maintenance near Mollison Crescent and fencing at the Rowsell Boulevard playground. Management recommended issuing a request for proposals to three qualified bidders for a Parks, Playground and Open Space Study. Required maintenance near Mollison Crescent will be completed by Town crews, with further review following completion of the study. Any major upgrades, including fencing at the Rowsell Boulevard playground, will be reviewed by management and cost estimates prepared.

d. Tourism Advisory Committee Terms of Reference

Council reviewed the proposed Tourism Advisory Committee Terms of Reference, including the Committee's purpose, mandate, membership, responsibilities, meeting requirements, and reporting structure. Council agreed with the Terms of Reference as presented.

Resolution: **26-210**

Moved By Councillor Woodford

Seconded By Deputy Mayor Pollett

THAT Council approve the Terms of Reference for the Tourism Advisory Committee, as

attached.

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

Carried (7 to 0)

e. Community Partnerships Revenue-Sharing Agreement Policy

Council reviewed the draft Community Partnerships Revenue-Sharing Agreement Policy, which establishes a framework for community organizations undertaking approved fundraising activities within Town facilities, including advertisement revenue-sharing, financial accountability, and Council oversight. The policy was presented for First Reading.

Resolution: **26-211**

Moved By Councillor Woodford

Seconded By Councillor Abbott

THAT Council approve First Reading of the Community Partnerships Revenue-Sharing Agreement Policy, as attached.

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

Carried (7 to 0)

f. Athletic Field Drop off/Entrance Gate

Council reviewed correspondence from several groups regarding gate access to the lower portion of the athletics field. Council agreed that a gate will be installed in this area, with the work to start in the fall.

g. 2026 Festival of Flight

Council recognized the 40th anniversary of the Festival of Flight, held July 30 to August 3, 2026, as an important celebration of Gander's aviation heritage and community spirit. The five-day festival brought residents and visitors together through a wide range of family, cultural, and entertainment events. Council expressed sincere appreciation to Town staff, community organizations, volunteers, and sponsors whose

dedication, partnership, and support contributed to the success of the festival and reflected the strong sense of community that continues to define Gander.

6.4 Corporate Services

The Corporate Services Report was presented by Councillor Abbott.

a. Group Insurance Interest Charges

The Committee reviewed a request to adjust interest charges that had accrued on outstanding group insurance premiums for an employee who was on an unpaid leave of absence.

Following discussion, Council agreed to write off the interest charges. Council also directed that employees on unpaid leave who are required to reimburse the Town for group insurance premiums must arrange payment before being invoiced in order to maintain enrollment in the Town of Gander's group insurance plan.

Resolution: **26-212**

Moved By Councillor Abbott

Seconded By Deputy Mayor Pollett

THAT current interest charges on outstanding group insurance premiums owed to the Town by active employees be written off.

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

Carried (7 to 0)

b. 2026 Street Resurfacing

The Committee reviewed the proposed 2026 sectional street paving program, first presented at the Council meeting on June 17, 2026. The program includes sections of Bennett Drive and Penwell Avenue between Payette Street and Russell Street.

The item was presented to approve funding the 2026 sectional paving program through the Build Communities Strong Fund – Community Stream (BCSF-CS). The estimated project cost exceeds the approved budget by \$ 82,089.37, however, sufficient BCSF-CS funding remains available to fully cover the project.

Resolution: **26-213**

Moved By Councillor Abbott

Seconded By Councillor Lidstone

THAT Council approve the Capital Investment Application for the 2026 street resurfacing project utilizing the Build Communities Strong Fund - Community Stream funding, as attached.

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

Carried (7 to 0)

c. Property Tax Reduction

The Committee reviewed one (1) application for residential property tax reduction submitted in accordance with the income-based criteria outlined in the Schedule of Rates and Fees. The application was found to meet Council's established eligibility requirements.

Including this application, a total of twenty-seven (27) residential property tax reductions have been approved to date, amounting to \$21,378.21 in reductions.

Resolution: **26-214**

Moved By Councillor Abbott

Seconded By Deputy Mayor Pollett

THAT one (1) application for residential property tax reduction, totaling \$502.41, be approved, as attached.

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

Carried (7 to 0)

d. Heavy Vehicles to be Tendered

Council was advised that three heavy vehicles are no longer required for municipal operations and will be disposed of through the Town's advertised public tender process. The vehicles include a 2014 Aquatech Sewer Jet with a minimum bid of \$80,000, a 1974 Volvo Pumper Truck with no minimum bid, and a 2005 five-ton dump truck with a minimum bid of \$15,000. Tender requirements and viewing opportunities

will be outlined in the tender documents.

6.5 Public Safety and Protective Services

The Public Safety and Protective Services Report was presented by Councillor Handcock.

a. NLAFS Convention

Council noted that Gander will host the 2026 Fire Services Convention from September 25 to 27, welcoming hundreds of firefighters from across the province for training, professional development, and networking. Council expressed pride in hosting this important event and recognized the opportunity to strengthen relationships within the fire services community, promote knowledge sharing, and encourage continued interest in volunteer firefighting.

b. July Statistics

Council received the July update from Gander Fire Rescue and Municipal Enforcement, highlighting their continued commitment to public safety and community service. Gander Fire Rescue responded to 18 calls for service, compared with 36 in July 2025, with fewer unauthorized burning incidents contributing to the decrease. Fire Rescue also supported the “Run the Rock” initiative in support of Make-A-Wish Canada, reflecting the department’s broader involvement in community and charitable initiatives.

Municipal Enforcement responded to 63 resident concerns and issued 30 traffic citations, continuing its work to promote safety and compliance.

c. Howe Street Pole Line Update

Council was advised of an issue involving a tent and accumulated garbage on the pole line at the end of Howe Street. The matter was reviewed by the RCMP and Newfoundland and Labrador Housing, with no immediate safety concerns identified and confirmation that the tent was not being used as a residence. Town crews attended the site on July 30, 2026, removed the tent and completed a cleanup of the area.

6.6 Communications, Engagement and Strategy

The Communications, Engagement and Strategy Report was presented by Councillor Lidstone.

a. Town Logo - Request for Permission to Reproduce

Committee discussed a request from a local vendor wishing to license the Town of Gander's corporate logo for use on stickers for resale.

Committee appreciates the interest in featuring and promoting Gander; however, it was agreed that, at this time, the Town is not interested in licensing its corporate logo.

b. Shaping Gander's Next Chapter Workshop - Shorefast Institute for Place-Based Economies, August 27th, 2026.

Committee discussed the Town's upcoming work with the Shorefast Institute for Place-Based Economies on August 27, 2026. The initiative will bring together key community, business, non-profit and government partners to identify Gander's existing strengths and explore how local assets, including the international recognition generated through *Come From Away*, can be leveraged to create longer-term economic opportunities.

Committee noted that the work is intended as an early step toward a broader vision for Gander's economic future. The workshop findings will be captured in a summary identifying key assets, shared opportunities and potential next steps that can help inform future economic development planning and partnerships.

7. ADMINISTRATION

8. CORRESPONDENCE

9. NEW BUSINESS

The New Business report was presented by Councillor Handcock.

9.1 Municipal Plan Amendment No. 7, 2025 - Development Regulations Amendment No. 9, 2025

The Committee reviewed correspondence from the Land Use Planning Section regarding Municipal Plan Amendment No. 7, 2025 and Development Regulations Amendment No. 9, 2025 (Housing Accelerator Fund Phase 1 Amendments). During the provincial registration review, an error was identified in the Development Regulations Amendment referencing the incorrect provincial standard. As the correction is considered a substantive change to the adopted document, the Land Use Planning Section has advised that Council must rescind the original approval motion and re-adopt the amendments with the corrected reference before registration can proceed. The Committee noted that the correction does not alter the intent or substance of the amendments previously approved by Council.

Resolution: **26-215**

Moved By Councillor Handcock

Seconded By Deputy Mayor Pollett

THAT Council rescind Motion No. 26-072 to facilitate the correction of a substantive error identified by the Land Use Planning Section during the provincial registration review process.

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

Carried (7 to 0)

Resolution: **26-216**

Moved By Councillor Handcock

Seconded By Deputy Mayor Pollett

THAT pursuant to Sections 16, 17, and 18 of the Urban and Rural Planning Act, 2000, Council approve Municipal Plan Amendment No. 7, 2025, as corrected and presented.

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

Carried (7 to 0)

Resolution: **26-217**

Moved By Councillor Handcock

Seconded By Councillor Abbott

THAT pursuant to Sections 16, 17, and 18 of the Urban and Rural Planning Act, 2000, Council approve Development Regulations Amendment No. 9, 2025, as corrected and presented.

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

Carried (7 to 0)

10. ADJOURNMENT

Mayor Farwell requested a motion for adjournment.

Resolution: **26-218**

Moved By Councillor Woodford

Seconded By Deputy Mayor Pollett

THAT the Regular Meeting of Council be adjourned at 5:07 pm.

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

Carried (7 to 0)

P. Farwell, Mayor

A. Oldford, Town Clerk



TOWN OF GANDER
REGULAR MEETING OF COUNCIL
Wednesday, July 15, 2026, 04:00 PM
Council Chambers

Council Present:

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

Staff Present:

Brad Hefford, Chief Administrative Officer
Alexa Oldford, Town Clerk
Kelly Hiscock, Director of Corporate Services
Jerry Knee, Director of Community Services
Kayla White, Manager of Communications, Branding and Partnerships

Regrets:

Samantha Abbott, 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.

“We acknowledge that the lands on which we gather are situated on the unceded traditional territories of the Beothuk [bee-oth-uck], and Mi’kmaq [mee-gum-maq] Nations. We also acknowledge Labrador as the traditional homelands of the Innu [in-new], and Inuit [in-new-eet].

We strive to be responsible stewards of the land and commit ourselves to working in a spirit of truth and reconciliation. Therefore, the Town of Gander has an inherent responsibility to foster

healthier relationships with First Peoples and further the Calls to Action as outlined by the Truth and Reconciliation Commission.”

3. VISITORS/PRESENTATIONS

3.1 Special Olympics

4. APPROVAL OF AGENDA

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

Resolution: **26-167**

Moved By Councillor Woodford

Seconded By Deputy Mayor Pollett

THAT The agenda for July 15, 2026 Regular Meeting of Council be approved, as presented.

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

Carried (6 to 0)

5. APPROVAL OF PREVIOUS MINUTES

5.1 June 17, 2026 - Regular Meeting of Council

Minutes from the June 17, 2026 Regular Meeting of Council were presented for approval.

Resolution: **26-168**

Moved By Councillor Handcock

Seconded By Deputy Mayor Pollett

THAT Minutes from the June 17, 2026 Regular Meeting of Council be approved as presented.

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

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 West.

a. Quarterly Town Clerk Report

The Town Clerk provided an update on activities undertaken during the second quarter of 2026. The Office continued to support Council governance, legislative compliance, records management, access to information administration, and policy development.

A key focus during the quarter was the Town's Records and Information Management Program. Work included implementation of the Records and Information Management Policy which establishes the foundation for a corporate records governance framework, development of a corporate records inventory, review of legislative retention requirements, and continued planning for digital-based records management.

The Office continued to provide legislative and governance support through agenda and minute preparation, policy and bylaw review, legislative research, and records management.

Priorities for the next quarter include continued implementation of the Records and Information Management Program, departmental records retention schedule reviews, advancement of electronic records management initiatives, ongoing policy modernization, and continued support for Council governance and legislative compliance.

b. Municipalities Newfoundland and Labrador (MNL) Conference

The committee considered registration for the 2026 Municipalities Newfoundland and Labrador (MNL) Conference, Annual General Meeting and Trade Show, to be held November 5–7, 2026, in St. John's.

Members of Council expressed interest in attending, and staff will register those members wishing to participate and to make the necessary travel arrangements in accordance with the Town's Travel Policy and approved budget.

7.2 Planning and Public Works

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

a. Planning Departmental Report

The Committee reviewed the Planning Department Report for the period of June 4, 2026, to July 3, 2026. The report summarized development applications received, permits issued, zoning compliance letters processed, and provided an overview of construction activity during the reporting period. During this period, 30 development applications were received, 38 building permits were issued, and one (1) occupancy permit was issued.

b. Notable Dates - Waste Transfer Station

The Town of Gander is continuing to implement automated services at the Waste Transfer Station on McCurdy Drive to provide more accessible and convenient waste disposal options for residents.

To assist residents during the transition, an additional public access day has been scheduled before the new system becomes operational. The site will be open to residents on Saturday, August 8, 2026, from 8:00 a.m. to 4:00 p.m.

The Town thanks residents for their continued patience and cooperation during this transition.

c. Gander Community Garden Request

The Committee reviewed correspondence from the Gander Community Garden Board requesting the installation of a permanent municipal water service connection at the existing community garden site.

Administration advised that a preliminary review had been completed to assess potential servicing options, infrastructure requirements, and associated costs. Committee recognized the community garden as a valuable community asset that supports food security, community engagement, and recreation, however, members agreed that additional consultation and technical review are required before determining the most appropriate servicing solution.

Committee directed Administration to engage with representatives of the Gander Community Garden Board and adjacent property owners to further evaluate servicing alternatives, partnership opportunities, infrastructure requirements, and associated costs, and report back to Council with recommendations.

d. Housing Accelerator Fund (HAF) Funding Requests

The Committee reviewed five (5) applications submitted under the Town's Housing Accelerator Fund (HAF) Incentive Program, which provides financial incentives to support the development of new residential units that meet established eligibility criteria, including affordability, energy efficiency, and design standards. Administration advised that each application satisfies the program's eligibility requirements and is eligible for funding consideration.

Resolution: **26-169**

Moved By Councillor Woodford

Seconded By Councillor Handcock

THAT the application for 31 Read Street be approved for funding in an amount of up to \$6,000 under the Town's Housing Accelerator Fund (HAF) Incentive Program, subject to the applicant fulfilling all program requirements and obligations.

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

Carried (6 to 0)

Resolution: **26-170**

Moved By Councillor Woodford

Seconded By Deputy Mayor Pollett

THAT the application for 106 Memorial Drive be approved for funding in an amount of up to \$13,645.33 under the Town's Housing Accelerator Fund (HAF) Incentive Program, subject to the applicant fulfilling all program requirements and obligations.

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

Carried (6 to 0)

Resolution: **26-171**

Moved By Councillor Woodford

Seconded By Councillor Lidstone

THAT the application for 68–70 Elizabeth Drive be approved for funding in an amount of up to \$51,600 under the Town's Housing Accelerator Fund (HAF) Incentive Program, subject to the applicant fulfilling all program requirements and obligations.

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

Carried (6 to 0)

Resolution: **26-172**

Moved By Councillor Woodford

Seconded By Deputy Mayor Pollett

THAT the application for 15 Balbo Street be approved for funding in an amount of up to \$13,051 under the Town's Housing Accelerator Fund (HAF) Incentive Program, subject to the applicant fulfilling all program requirements and obligations.

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

Carried (6 to 0)

Resolution: **26-173**

Moved By Councillor Woodford

Seconded By Councillor Handcock

THAT the application for 1 Grandy Avenue be approved for funding in an amount of up to \$25,850 under the Town's Housing Accelerator Fund (HAF) Incentive Program, subject to the applicant fulfilling all program requirements and obligations.

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

Carried (6 to 0)

e. Home Based Business Applications

The Committee reviewed three (3) applications to operate home occupations within residential properties. Home occupations are listed as discretionary uses within the applicable land use zones, and each application was advertised in accordance with the Town of Gander Development Regulations. No objections were received during the advertising period.

Resolution: **26-174**

Moved By Councillor Woodford

Seconded By Councillor Lidstone

THAT the application from Becca's Day Home to operate a home-based registered childcare service at 84 Bennett Drive be approved as a discretionary use, subject to the Town of Gander Development Regulations and any conditions of approval.

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

Carried (6 to 0)

Resolution: **26-175**

Moved By Councillor Woodford

Seconded By Councillor West

THAT the application from Beyond the Bar Line Studio to operate a private music studio offering piano and voice lessons at 119 Yeager Street be approved as a discretionary use, subject to the Town of Gander Development Regulations and any conditions of approval.

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

Carried (6 to 0)

Resolution: **26-176**

Moved By Councillor Woodford

Seconded By Councillor Handcock

THAT the application from Loretta's Flower World to operate an online-based flower and gift basket business at 9 Rickenbacker Road, with no customer visitation to the residence, be approved as a discretionary use, subject to the Town of Gander Development Regulations and any conditions of approval.

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

Carried (6 to 0)

f. Accessory Building Request - 20 Elizabeth Drive

The Committee reviewed a request from the occupant of 20 Elizabeth Drive to construct an accessory building that would exceed the maximum permitted 8% accessory building lot coverage under the Development Regulations. Following discussion, the Committee determined that the request did not comply with the current Development Regulations and was not prepared to recommend approval of the application.

The Committee noted that Council may consider future amendments to the Development Regulations, however, any amendments would require review and formal adoption before taking effect and could not be applied to the current application.

The Committee further directed Administration to review the method used to calculate accessory building lot coverage on residential properties, including the appropriateness of the current 8% maximum lot coverage standard, and report back with recommendations for Council's consideration.

g. Accessibility Ramp - 119 Elizabeth Drive

The Committee reviewed a building permit application for the construction of an accessible access ramp at 119 Elizabeth Drive. The application indicates that a portion of the proposed structure will extend into the required setback and may be considered by Council under Section 5.0 – Specific Use Regulations of the Town of Gander Development Regulations.

Resolution: **26-177**

Moved By Councillor Woodford

Seconded By Councillor Lidstone

THAT the applicant be permitted to construct an accessible access ramp at 119 Elizabeth Drive, notwithstanding that a portion of the structure will extend into the required setback, subject to the Town of Gander Development Regulations and any conditions of approval.

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

Carried (6 to 0)

h. Public Works Departmental Report

Between June 4 and July 1, 2026, Public Works crews continued seasonal maintenance and service activities throughout the community.

During the reporting period, crews completed 24 pothole repair deployments, addressing roadway defects on municipal streets to help maintain safe driving conditions.

The Water and Sewer Division responded to 40 service calls and completed two repairs to municipal water and sewer infrastructure, helping to ensure the continued reliability of essential services for residents and businesses.

7.3 Community Services

The Community Services report was presented by Councillor West.

a. The Rolling Barrage

The Rolling Barrage, a coast-to-coast Canadian motorcycle ride dedicated to raising awareness of mental health and PTSD, will depart from St. John's on August 1, with Gander serving as the first overnight stop. The organizers requested a contribution toward the cost of the evening meal during their stop in Gander. Following discussion, Council agreed to provide a \$300 donation in accordance with the Town's Grants, Subsidies & In-kind Services Policy.

Resolution: **26-178**

Moved By Councillor West

Seconded By Councillor Woodford

THAT Council approve a donation of \$300 to support The Rolling Barrage, in accordance with the Town's Grants, Subsidies & In-kind Services Policy.

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

Carried (6 to 0)

b. Play On! 2027 Newfoundland

Play On! 2027 Newfoundland is currently seeking expressions of interest from potential host communities throughout the province. Council directed staff to forward

the information to Gander Minor Hockey to determine their interest in hosting the event. Should Gander Minor Hockey wish to pursue an application, Council indicated the Town could consider supporting the initiative as a partner rather than serving as the lead applicant.

c. No Pause - Keep the Snowbirds Flying Campaign

The City of Moose Jaw requested that municipalities consider sending a letter of support to the Prime Minister regarding the Snowbirds Alumni Association's "No Pause – Keep the Snowbirds Flying" campaign. Council agreed to forward its own letter to the Prime Minister outlining the value and positive impact the Snowbirds have had on the community through their past performances and expressing support for the continuation of the Snowbirds program.

d. NL Regiment Game

The Town of Gander and the Newfoundland Regiment Hockey Club are proud to announce that the Regiment will host the Saginaw Spirit of the Ontario Hockey League at the Steele Community Centre on Friday, August 28 at 7:00 pm, as part of a three-game preseason series across Central and Western Newfoundland.

Tickets go on sale Monday, July 20th at 9 am and are priced at \$25 plus HST & applicable service fees. Tickets can be purchased through Showpass at: <https://www.showpass.com/newfoundland-regiment-vs-saginaw-spirit>.

e. Cobb's Pond Roof Repairs

Councillor Handcock declared potential conflict of interest due to family member having employment operating out of the building and left Council Chambers at 4:45 pm.

Council authorized the Recreation Department to proceed with repairs to the roof at Cobb's Pond, with a project budget of up to \$30,000. Management was directed to determine the most appropriate repair method to provide a durable, long-term solution that protects the facility and extends its service life.

Resolution: **26-180**

Moved By Councillor Woodford

Seconded By Councillor Lidstone

THAT Councillor Handcock be deemed to be in conflict of interest in the Cobb's Pond Roof Repairs discussion.

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

Conflict (1): Councillor Handcock

Carried (5 to 0)

Resolution: **26-179**

Moved By Councillor West

Seconded By Councillor Lidstone

THAT Council approve a project budget of up to \$30,000 for repairs to the roof at Cobb's Pond and authorize Administration to proceed with the work, selecting the most appropriate repair method to provide a durable, long-term solution.

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

Conflict (1): Councillor Handcock

Carried (5 to 0)

Councillor Handcock returned to Council Chambers at 4:50 pm.

f. Festival of Flight Schedule

The 40th Annual Festival of Flight will be held from July 30th to August 3rd. Over five exciting days, residents and visitors come together to enjoy live entertainment, family activities, sporting events, community gatherings and plenty of unforgettable moments. The finalized schedule is available on the Recreation & Community Services Facebook Page.

g. Festival of Flight Kitchen Party

Join us for the Festival of Flight Kitchen Party on Saturday, August 1st at 8:30 pm. The night starts with Mixed Tapes, followed by Newfoundland's Ultimate Rock Show presented by NL Promotions and closing out the night is Nick Earle and the Reckless

Hearts.

Advance tickets are \$25, at the door are \$40, plus applicable taxes and service fees.

Tickets are on sale now through Showpass:

<https://www.showpass.com/dnu-festival-of-flight-kitchen-party/>

For more information, please call 709-651-TOWN.

h. Targa

Council discussed Targa Newfoundland's request to host both an in-town stage and a new heritage stage on September 15, 2026.

Council emphasized the importance of comprehensive planning and clear communication protocols to ensure the safe delivery of the event. Targa Newfoundland will be provided with a list of operational requirements, with all required documentation and information to be submitted to the Town by August 31, 2026.

The Town's Chief Administrative Officer will conduct a route review with Targa organizers on the day of the event to confirm that all required safety measures are in place. Completion of the Town's operational requirements and a satisfactory event-day route review will be mandatory conditions for the event to proceed.

Resolution: **26-181**

Moved By Councillor West

Seconded By Councillor Handcock

THAT Council approve Targa Newfoundland's request to host an in-town stage and heritage stage on September 15, 2026, subject to all operational requirements established by the Town being satisfied, all required documentation being submitted by August 31, 2026, and a satisfactory event-day route review by the Chief Administrative Officer.

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

Against (1): Councillor Lidstone

Carried (5 to 1)

i. Upcoming Events

The following events are taking place over the coming weeks:

July 16: Concert at Cobb's Pond Rotary Park featuring Kevin Hoddinott from 6:30 - 8 pm.

July 22: Concert at Cobb's Pond Rotary Park featuring G & T (Gary & Tony) from 6:30 - 8 pm

July 23: Princess/Superhero Picnic at Cobb's Pond Rotary Park from 1 - 2:30 pm.

July 24 - 26: Baseball Gander hosting the Matt & Megan Baseball Tournament

July 30 - Aug 3: Festival of Flight

July 31 - Aug 2: Gander Minor Softball hosting the U13 Provincial Slo-pitch Tournament

August 1: YQX Running Club Commander Gander Road Race

August 1 - 2: Baseball Gander U9 Jamboree

August 8 & 9: YQX Dog Sports hosting an UpDog Challenge Trial and a Sports Introduction Workshop

For more information, please call 709-651-TOWN.

7.4 Corporate Services

The Corporate Services report was presented by Councillor Handcock.

a. Air Compressor Replacement Quote

The quote from Pennecon Technical Services provides for the supply and installation of a new I/O and communications PLC cabinet within the compressor room, including programming, testing, commissioning, and the reprogramming of the existing master PLC, HMI, and VTScada system to establish communication with the new air compressors.

As this work is proprietary to the existing control system and requires specialized integration with the Town's current infrastructure, the purchase is being procured as a

sole source. The overall compressor replacement project was originally budgeted at \$300,000 and is currently projected to exceed the approved budget.

Resolution: **26-182**

Moved By Councillor Handcock

Seconded By Councillor Lidstone

THAT Quote No. PTS-NL-Q46299 from Pennecon Technical Services for compressor control system integration and communications programming associated with the Air Compressor Replacement Project be approved in the amount of \$35,370, plus HST.

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

Carried (6 to 0)

b. RFQ26-06 Summary Firefighter Protective Clothing Bunker Gear

The Committee reviewed the results of RFQ 26-06 for the purchase of 20 firefighter protective clothing bunker sets. Two bids were received, and the Protective Services Department confirmed that the lowest bid met all specifications and is \$19,699.78 under budget.

Resolution: **26-183**

Moved By Councillor Handcock

Seconded By Councillor West

THAT RFQ 26-06 be awarded to Brogan Fire and Safety in the amount of \$88,550, HST included.

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

Carried (6 to 0)

c. RFP26-05 Skate Sharpening Services

The Committee reviewed RFP #26-05 for Skate Sharpening Services at the Steele Community Centre. One proposal was received from ShipShape Skate Sharpening & Repair Ltd., which met the required specifications.

The proposal includes \$1 million in liability coverage and an annual \$100 charitable donation in lieu of a rental fee.

Resolution: **26-184**

Moved By Councillor Handcock

Seconded By Councillor Woodford

THAT RFP#26-05 be awarded to ShipShape Skate Sharpening & Repair Ltd. for skate sharpening services at the Steele Community Centre, subject to the proponent maintaining \$1 million liability insurance coverage and providing an annual charitable donation of \$100 in lieu of a rental fee.

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

Carried (6 to 0)

d. RFP26-04 Food and Alcohol Services

The Committee reviewed RFP #26-04 for Food and Alcohol Services at the Steele Community Centre. Two proposals were received, with Gene's Catering/Geno's Grill submitting the highest-ranked proposal, which met the required specifications.

The proposal includes a monthly flat rate of \$2,550 plus HST.

Resolution: **26-185**

Moved By Councillor Handcock

Seconded By Councillor Woodford

THAT RFP#26-04 for Food and Alcohol Services at the Steele Community be awarded to Gene's Catering/Geno's Grill for a monthly flat rate of \$2,550 plus HST for the period from ice-in, 2026 to ice-out, 2029.

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

Carried (6 to 0)

e. Property Tax Reduction

The Committee reviewed one (1) application for residential property tax reductions

submitted in accordance with the income-based criteria outlined in the Schedule of Rates and Fees. The application was found to meet Council's established eligibility requirements.

Including this application, a total of twenty-six (26) residential property tax reductions have been approved to date, amounting to \$20,875.80 in reductions.

Resolution: **26-186**

Moved By Councillor Handcock

Seconded By Deputy Mayor Pollett

THAT one (1) application for residential property tax reductions, totaling \$311.16, be approved as attached.

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

Carried (6 to 0)

f. Summary for Sale of Vehicles

Sale of Surplus Vehicle – OC26-01

The results of Open Call for Bid #OC26-01 for the sale of one (1) used 2015 Ford F-250 Pickup Truck were presented to the Committee for review and consideration. A total of three (3) compliant bids were received.

Sale of Surplus Vehicle – OC26-02

The results of Open Call for Bid #OC26-02 for the sale of one (1) used 2013 Chevrolet Silverado Pickup Truck were presented to the Committee for review and consideration. A total of four (4) compliant bids were received.

Sale of Surplus Vehicle – OC26-03

The results of Open Call for Bid #OC26-03 for the sale of one (1) used 2013 Chevrolet Silverado Pickup Truck were presented to the Committee for review and consideration.

A total of four (4) compliant bids were received.

Sale of Surplus Vehicle – OC26-04

The results of Open Call for Bid #OC26-04 for the sale of one (1) used 1995 Suzuki Carry All Mini Truck were presented to the Committee for review and consideration. A total of seven (7) compliant bids were received.

Resolution: **26-187**

Moved By Councillor Handcock

Seconded By Deputy Mayor Pollett

THAT Open Call for Bid #OC26-01 for the sale of one (1) used 2015 Ford F-250 Pickup Truck (Plate No. GMK 471) be awarded to Rod's DO All Limited, the highest compliant bidder, in the amount of \$3,047.50, HST included.

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

Carried (6 to 0)

Resolution: **26-188**

Moved By Councillor Handcock

Seconded By Deputy Mayor Pollett

THAT Open Call for Bid #OC26-02 for the sale of one (1) used 2013 Chevrolet Silverado Pickup Truck (Plate No. GMK 234) be awarded to B&H Trading Inc. Limited, the highest compliant bidder, in the amount of \$719.90, HST included.

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

Carried (6 to 0)

Resolution: **26-189**

Moved By Councillor Handcock

Seconded By Deputy Mayor Pollett

THAT Open Call for Bid #OC26-03 for the sale of one (1) used 2013 Chevrolet Silverado Pickup Truck (Plate No. GMK 233) be awarded to Nicholas Pittman, the highest

compliant bidder, in the amount of \$1,063.75, HST included.

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

Carried (6 to 0)

Resolution: **26-190**

Moved By Councillor Handcock

Seconded By Deputy Mayor Pollett

THAT Open Call for Bid #OC26-04 for the sale of one (1) used 1995 Suzuki Carry All Mini Truck (Plate No. GMN 669) be awarded to Double D Auto Repair Ltd., the highest compliant bidder, in the amount of \$2,909.50, HST included.

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

Carried (6 to 0)

g. Gander Girl Guides Taxation Request

The Committee reviewed a request from the Gander Girl Guides for an additional reduction in property tax. Following discussion, the Committee did not recommend an additional reduction, noting that the organization already receives the applicable non-profit rate established under the Town's Schedule of Rates and Fees. Committee further noted that the fee schedule is applied consistently to all eligible organizations and that approving an additional reduction could create a precedent for similar requests. Accordingly, no changes to the existing fee structure were recommended.

h. Town of Harbour Breton - Tourism Accommodation Tax

The Committee reviewed correspondence from the Town of Harbour Breton regarding the application of the Tourism Accommodation Tax to individuals travelling for medical purposes. Committee noted that many accommodation providers already offer reduced medical rates at their discretion, however, the Town's Tourism Accommodation Tax Bylaw provides an exemption only for stays exceeding 30 consecutive days. As the bylaw already contains this exemption, and shorter-term medical stays are not exempt, the Committee did not recommend any amendments to the current bylaw.

i. Payment Plan Exception – Collection Policy F002

The Committee reviewed a request for a payment arrangement that exceeds the maximum repayment period permitted under Collection Policy F002. Following discussion, the Committee acknowledged the unique circumstances of the account and agreed that an extended repayment period would support full recovery of the outstanding taxes while maintaining the account in good standing.

Resolution: **26-191**

Moved By Councillor Handcock

Seconded By Deputy Mayor Pollett

THAT Council delegate authority to Administration to enter into a payment arrangement requiring all outstanding property taxes, together with an estimated amount for 2027 property taxes and all applicable interest, to be paid in equal monthly installments through December 31, 2027. The payment arrangement shall require full repayment of all outstanding obligations by December 31, 2027, and shall be subject to cancellation in the event of default.

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

Carried (6 to 0)

j. Summary for Towers Lift Station - Internal Piping Replacement

The results of RFQ 26-11 for the Towers Lift Station Internal Piping Replacement were presented to the Committee for review and consideration. Three (3) quotations were received and evaluated. Following review, the Department of Planning and Public Works recommended that the contract be awarded to Western Pump Services as the lowest compliant bidder.

The project is \$4,967.75 under the approved budget.

Resolution: **26-192**

Moved By Councillor Handcock

Seconded By Councillor Lidstone

THAT RFQ 26-11 for the Towers Lift Station Internal Piping Replacement be awarded to Western Pump Services in the amount of \$55,172.40, HST included.

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

Pollett, Councillor Lidstone, and Councillor West

Carried (6 to 0)

k. Skateboard Park Renovations

The Committee was advised that the Director and staff met with local skateboard users to identify improvements to the existing skate park and develop a phased retrofit plan. Phase 1 includes replacing and adding modern skate park features to improve safety, functionality, and the overall user experience.

The Committee reviewed a quotation from Canadian Ramp Company for the supply and installation of the Phase 1 improvements through the CANOE Procurement Group. The project is \$7,286.42 over budget, which will be absorbed through savings within the Community Services Department budget.

Resolution: **26-193**

Moved By Councillor Handcock

Seconded By Councillor Lidstone

THAT Quote #Q29531 for the Skateboard Park Retrofit Project – Phase 1 be awarded to Canadian Ramp Company in the amount of \$150,852.19 plus HST.

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

Carried (6 to 0)

7.5 Public Safety and Protective Services

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

a. Response Protocol

July will mark the conclusion of a temporary change in response protocol for Gander Fire Rescue. Over the past three months, the department modified its response procedures to emergency calls within the Town to collect data and evaluate whether alternative firefighting tactics could improve service delivery. The department will now analyze the results to compare both response methods and identify any efficiencies or deficiencies that may help guide future operations.

b. Fire Safety PSA

With warmer summer weather, Public Safety reminds residents to monitor the Provincial Fire Hazard Index and Gander Fire Rescue's Facebook page for updates on fire conditions. Residents are encouraged to exercise caution when having backyard fires, always keep a water source nearby, and ensure fire pits are located at least 10 feet from combustible materials.

In addition, due to the recent increase in motor vehicle collisions, motorists are reminded to obey the rules of the road, remain attentive while driving, and practice defensive driving.

c. June Statistics

Gander Fire Rescue responded to 27 calls for service in June, 11 of which were motor vehicle accidents. This represents an increase from June 2025, when the department responded to 20 calls, including three motor vehicle accidents. The department also reported that there were no brush fires during the month.

Municipal Enforcement recorded 105 resident interactions and issued 58 traffic violation tickets.

7.6 Communications, Engagement and Strategy

The Communications, Engagement and Strategy report was presented by Deputy Mayor Pollett.

a. Strategic Plan 2026-2030

Committee reviewed the draft Town of Gander 2026–2030 Strategic Plan, developed as a refresh following completion of the Town's 2021–2025 Strategic Plan. Administration noted that significant progress had been made, while many priorities remain relevant.

Committee discussed the five strategic pillars: Community Recreation and Wellness, Mobility and Transportation, Economic Development and Tourism, Organizational Excellence and Strategic Advocacy, and Housing Availability and Community Needs.

Committee expressed support for the plan, noting that it provides a clear framework to guide Council decision-making, budgets, work plans, advocacy, partnerships, and performance reporting from 2026 to 2030. The final plan will be made available on the Town's website following adoption.

Resolution: **26-194**

Moved By Deputy Mayor Pollett

Seconded By Councillor Woodford

THAT Council adopt the Town of Gander 2026–2030 Strategic Plan, as presented.

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

Carried (6 to 0)

b. Customer Service Strategy

Committee reviewed the draft Customer Service Strategy (2026–2029), which establishes a framework to guide the continued modernization of customer service and service delivery across the Town. Administration advised that the strategy builds on the implementation of Contact Gander and identifies priorities for the next phase of service improvements.

Committee discussed the five strategic priorities and noted that the strategy will serve as a practical roadmap for initiatives including online payments, permit modernization, standardized forms and applications, expanded digital services, customer service standards, and performance reporting.

Committee also supported the continued review of municipal services to identify appropriate opportunities for centralized customer service delivery through Contact Gander.

Committee expressed support for the strategy and agreed that it provides a clear direction for continued customer service improvement across the organization.

Resolution: **26-195**

Moved By Deputy Mayor Pollett

Seconded By Councillor Handcock

THAT Council adopt the Town of Gander Customer Service Strategy (2026–2029), as presented.

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

c. Council Engagement Report

Community engagement continues to be an important part of Council's work, supporting open communication, collaboration, and responsiveness to local needs.

Over the past month, Council members participated in a number of community events and meetings, including:

- Attendance at the International Lounge Heritage Designation Plaque Presentation.
 - Participation in the Gander and Area Chamber of Commerce Annual General Meeting.
 - Attendance at the Special Olympics Athletics Dinner and Medal Presentation.
 - Bringing greetings at the Scouts Banquet.
 - Attendance at the Graduation and Recognition Ceremony.
 - Bringing greetings at the Gander Collegiate Prom.
 - Bringing greetings at the Newfoundland and Labrador Federation of Co-operatives' 77th Annual General Meeting and Co-operative Conference.
 - Participation in the Grand Opening and Ribbon Cutting for Kelly Ford.
 - Attendance at the Annual Ceremonial Review for 190 NLCC Clyde Navy League Cadets
 - Participation in the Pride Flag Raising and Proclamation Ceremony
 - Participation in the Pride Kick-Off BBQ.
 - Attendance at the 2026 Gander Pride Brunch.
 - Bringing greetings at the Royal Canadian Airforce Run
-
- 537 Air Cadets Annual Ceremonial Review
 - Hosting and participating in Canada Day celebrations at Cobb's Pond Rotary Park.
 - Attendance at the opening performance of Come From Away Gander.
 - Participation in the 26th Annual Golf for Health Tournament.
 - Bringing greetings at the Opening Ceremony of the 113th Annual Elks of Canada National Convention.

As Council's spokesperson, the Mayor continues to lead advocacy and strategic initiatives that support community priorities. Recent activities included:

- Participated in a meeting with the Honourable Craig Pardy, Minister of Finance.
- Hosted a Town Hall tour for members of the Rotary Friendship Exchange from Wisconsin.

8. ADMINISTRATION

9. CORRESPONDENCE

10. NEW BUSINESS

The New Business report was presented by Councillor Lidstone.

10.1 Fence Variance - 128 Byrd Avenue

The Committee reviewed an application to construct a fence at 128 Byrd Avenue with a total height of 2.2 metres. The property is located within the Residential Medium Density Zone, where the maximum permitted fence height is 2.0 metres. Council may, however, vary the regulation by up to 10 percent. The application was advertised in accordance with the Town's Development Regulations, and no objections were received during the advertising period.

Resolution: **26-196**

Moved By Councillor Lidstone

Seconded By Councillor Woodford

THAT the applicant be permitted to construct a fence with a total height of 2.2 metres at 128 Byrd Avenue, notwithstanding the maximum permitted fence height of 2.0 metres, subject to all conditions outlined in the permit.

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

Carried (6 to 0)

10.2 RFP26-06 Organizational Development and People Culture Consulting

Administration issued a Request for Proposals to three experienced firms operating within Newfoundland and Labrador and Atlantic Canada with expertise in organizational development, human resources, recruitment, labour relations, workforce planning, and

organizational change.

Two submissions were received and evaluated in accordance with the criteria established in the Request for Proposals. The submissions demonstrated differing strengths, experience, and areas of specialization that would provide value to the Town across a range of organizational and human resource initiatives.

Administration is recommending that both firms be added to the Town's pre-qualified consultant roster. This approach will provide flexibility to engage the most suitable expertise based on the specific needs of individual projects, including organizational reviews, workforce planning, recruitment support, labour relations, leadership development, and position renewal initiatives arising from staff turnover and organizational transition.

The establishment of a pre-qualified roster will provide Administration with access to experienced external resources to support informed, strategic, and defensible organizational and staffing decisions while ensuring the Town continues to attract and retain the talent necessary to deliver high-quality services to residents.

Resolution: **26-197**

Moved By Councillor Lidstone

Seconded By Councillor Woodford

THAT Council award RPF26-06 to MC Advisory and Higher Talent as pre-qualified consultants for Organizational Development and Human Resources Consulting Services for the Town of Gander for a period of two (2) years, with the option to extend for up to two (2) additional years in accordance with the Request for Proposals.

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

Carried (6 to 0)

11. ADJOURNMENT

Mayor Farwell requested a motion for adjournment.

Resolution: **26-198**

Moved By Councillor Woodford

Seconded By Deputy Mayor Pollett

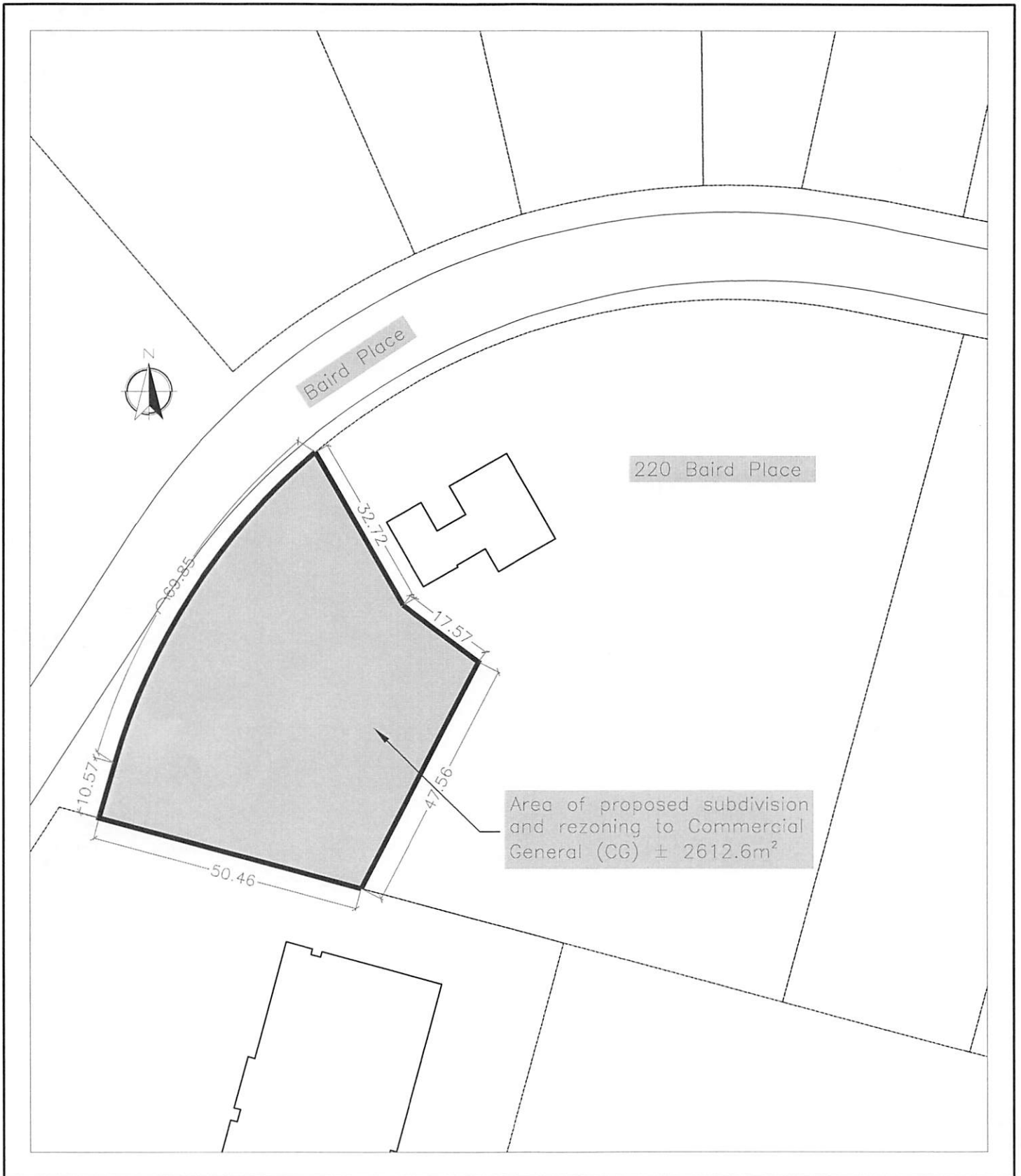
THAT the Regular Meeting of Council be adjourned at 5:41 pm.

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

Carried (6 to 0)

P. Farwell, Mayor

A. Oldford, Town Clerk



Drawing Title:
220 Baird Place
Proposed
Subdivision & Rezoning

Drawn By:
B. Howell

Scale:
NTS

Date:
August 4, 2026

Drawing Number:
26-1044

Town of Gander Tourism Advisory Committee

Terms of Reference

1. Purpose

The Tourism Advisory Committee (the "Committee") is established by the Town of Gander to provide advice and recommendations to Council and Administration on matters relating to tourism development, promotion, visitor experience, and tourism-related economic growth within the community.

The Committee will serve as a collaborative forum for stakeholders to identify opportunities, provide input on tourism initiatives, and support the Town's efforts to enhance Gander's reputation as a destination for visitors, events, and tourism investment.

2. Mandate

The Committee shall:

- Advise Council and Administration on tourism-related policies, programs, initiatives, and strategies.
- Provide recommendations regarding the development and implementation of tourism plans and marketing initiatives.
- Assist in identifying opportunities to increase visitation, visitor spending, and overnight stays within the community.
- Promote collaboration among tourism operators, businesses, organizations, and government agencies.
- Support the development of tourism products, attractions, events, and experiences that showcase Gander's history, culture, recreation, and natural assets.
- Identify emerging tourism trends and opportunities that may benefit the Town.
- Act as a liaison between the tourism sector and the Town of Gander.
- Provide feedback on tourism infrastructure and visitor services that enhance the visitor experience.

3. Authority

The Committee is an advisory body only and has no authority to commit funds, direct staff, make policy decisions, or speak on behalf of the Town unless specifically authorized by Council.

All recommendations of the Committee shall be forwarded to Council for consideration through the appropriate reporting process.

4. Membership

The Committee shall consist of up to eleven (11) voting members appointed by Council, including:

- One (1) representative from the Chamber of Commerce.
- One (1) representative from Adventure Central
- Representatives (2) from tourism-related businesses (tour operator, transportation, recreation, cultural, heritage, or event sectors.) and organizations.
- Representatives from the accommodation (3).,
- Town of Gander appointed staff (non-voting member).

The Committee may invite non-voting resource persons, staff members, or subject matter experts to attend meetings as required.

5. Term of Appointment

- Committee members shall be appointed by Council for a term of two (2) years and may be reappointed.
- Members who are absent from three (3) consecutive meetings without reasonable cause may be removed by Council.
- Vacancies occurring during a term may be filled by Council for the remainder of the term.

6. Roles and Responsibilities

Chair

The Chair shall:

- Preside over all meetings.
- Facilitate discussion and encourage participation.
- Approve meeting agendas.
- Present Committee recommendations to Council as required.

Members

Committee members shall:

- Attend and actively participate in meetings.
- Review meeting materials in advance.
- Share knowledge and expertise relevant to tourism development.
- Act in the best interests of the Town of Gander.
- Respect confidentiality where applicable.

Staff Support

Town of Gander staff shall:

- Provide administrative support to the Committee.
- Prepare agendas and meeting minutes.
- Offer technical advice and information as required.
- Facilitate communication between the Committee and Council.

7. Meetings

- The Committee shall meet at least quarterly, or more frequently as required.
- Special meetings may be called by the Chair.
- A majority of appointed voting members shall constitute a quorum.
- Decisions and recommendations shall be made by consensus whenever possible. Where consensus cannot be reached, recommendations may be determined by a majority vote of members present.

8. Reporting

- Meeting minutes shall be recorded and maintained by Staff.
- Recommendations of the Committee shall be submitted to Council for consideration.
- The Committee may provide an annual report outlining activities, achievements, recommendations, and priorities for the upcoming year.

9. Conduct and Ethics

Members shall:

- Conduct themselves in a respectful and professional manner.
- Declare any real or perceived conflicts of interest and refrain from participating in discussions or decisions where a conflict exists.
- Comply with all applicable Town policies, procedures, and codes of conduct.

10. Strategic Priorities

The Committee may provide advice and recommendations related to:

- Destination marketing and branding.
- Tourism development strategies.
- Festivals and special events.
- Visitor services and information.
- Heritage and cultural tourism.
- Recreation and outdoor tourism.
- Business attraction and tourism investment.
- Partnerships and regional tourism initiatives.
- Tourism infrastructure and wayfinding.
- Support for the implementation of the Town's tourism strategy.

- Strengthen partnerships with organizations such as Destination Canada, Hospitality Newfoundland and Labrador, and regional tourism operators.

11. Review of Terms of Reference

These Terms of Reference shall be reviewed by Council at least once every four (4) years or as required to ensure they remain relevant and effective.

12. Effective Date

These Terms of Reference shall come into effect upon approval by the Town Council of Gander and shall remain in force until amended or repealed by Council.

Policy Title: Community Partnerships Revenue-Sharing Agreement Policy	Classification: ☒ Formal Policy of Council ☐ Operational Procedures ☐ Service Standard Public Impact: ☒ Yes ☐ No Signature of Approval: _____ Date: _____
Implementation Date:	
Review Date: August 31, 2029	
Issuing Department: Governance	
Objective To establish a fair and consistent process for community organizations wishing to conduct fundraising activities within Town of Gander recreation and community facilities through a revenue-sharing arrangement. This policy supports community partnerships while ensuring municipal facilities continue to receive financial support for ongoing operations, maintenance, and future improvements.	
Purpose and Application This policy is intended to: • Support community participation in Town facilities and initiatives; • Establish how fundraising and advertising revenue will be managed; • Clarify the roles of external groups and the Town; • Protect the Town's financial, legal, operational, and reputational interests; and • Ensure that Council retains final authority over Town property, facilities, projects, funds, and expenditures.	
Accommodation The Town of Gander is committed to providing accessible, inclusive, and welcoming facilities and services. Organizations participating in fundraising activities under this policy shall comply with applicable accessibility and human rights requirements and cooperate with reasonable accommodation measures to ensure individuals can participate and access Town facilities without unnecessary barriers.	
Responsibilities Authority: Council will be responsible for policy approval. Accountable: Chief Administrative Officer. 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. Consulted: Public agencies, utility providers, legal counsel and technical professionals may be consulted where required. Consulted: Line departmental staff impacted are to be consulted to assess operational impacts.	

Informed: Applicable staff and public.

Definitions

Advertising: Any paid promotional display, message, sponsorship recognition, banner, sign, digital content, or similar activity intended to promote a business, organization, product, service, or event.

Community Group: A volunteer-based group, association, committee, club, or organization established to provide recreational, cultural, social, charitable, educational, or community benefits and that is not operated for profit.

Council: The elected Council of the Town of Gander.

Donor Recognition: Acknowledgement provided to an individual, business, or organization that has contributed funds, goods, services, or sponsorship support, including plaques, signs, naming opportunities, acknowledgements, or other forms of recognition.

External Group: Any organization, committee, association, charity, non-profit organization, sports organization, or community group that is separate from the Town of Gander and seeks approval to undertake fundraising activities under this policy.

Fundraising Activity: Any activity, campaign, event, sponsorship initiative, advertising initiative, donation drive, sale, or other effort intended to generate revenue, donations, or financial support.

Incorporated Non-Profit Organization: A non-profit organization legally incorporated under applicable legislation and operating on a not-for-profit basis.

Net Proceeds: The amount remaining from fundraising, sponsorship, advertising, or donation revenue after deducting direct fundraising expenses approved by the Town in advance.

Non-Profit Organization: An organization operated exclusively for social, cultural, recreational, charitable, educational, or community purposes and not for the financial gain of its members.

Revenue-Sharing Arrangement: An approved arrangement under which fundraising revenue is divided between the participating organization and the Town in accordance with this policy.

Town Facility: Any building, recreation facility, community centre, park, field, arena, trail, open space, or other property owned, operated, leased, or controlled by the Town of Gander.

Unincorporated Group: A community group, committee, association, advisory group, or volunteer organization that has not been legally incorporated.

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 Scope

This policy applies to all community groups, non-profit organizations, registered charities, sports organizations, and advisory groups seeking permission to conduct fundraising activities within Town-owned facilities.

2.0 Eligible Organizations

The following groups may participate under this policy:

- Incorporated non-profit organizations;
- Registered charities;
- Unincorporated volunteer committees;
- Unincorporated community groups or associations operating on a not-for-profit basis; and
- Other not-for-profit community organizations approved by Council.

3.0 Excluded Organizations

This policy does not apply to:

- For-profit businesses;
- Commercial enterprises;
- Sole proprietors;
- Partnerships;
- Individuals carrying on business for profit; or
- Organizations established primarily for commercial gain.

4.0 General Principles

- No fundraising, sponsorship, advertising, or signage initiative associated with Town property may begin without prior written approval from the Town.
- Approval to conduct fundraising or advertising does not constitute approval of a proposed project, purchase, installation, construction activity, or expenditure.
- An external group shall not make decisions on behalf of Council.
- Council retains final authority over:
 - Town facilities and property;
 - The allocation and expenditure of Town funds;
 - Municipal projects and priorities;
 - Procurement;
 - Construction and installation;
 - Signage and advertising;
 - Naming and donor recognition;
 - Maintenance and operations; and
 - The acceptance of donations, equipment, materials, or services.
- Approval under this policy does not require the Town to:
 - Proceed with a proposed project;
 - Match funds raised;
 - Fund any shortfall;
 - Assume ongoing operating or maintenance costs;
 - Accept donated property or equipment; or
 - Accept a recommendation made by an external group.

5.0 Eligibility Requirements

Organizations must;

- Be in good standing with the Town of Gander
- Obtain all required provincial licenses or permits
- Provide proof of insurance if requested
- Identify the intended use of fundraising proceeds
- Agree to follow all Town policies and facility regulations

6.0 Incorporated Non-Profit Organizations

Where the approved group is incorporated as a non-profit organization:

- The organization may collect and receive approved fundraising, sponsorship, and advertising revenue;
- All funds shall be deposited into an account under the control of the incorporated non-profit Organization;
- No funds shall be deposited into the personal account of a member, volunteer, or Representative;
- The organization shall maintain complete and accurate financial records;
- Only direct fundraising expenses approved in advance by the Town may be deducted before the proceeds are divided;
- The remaining net proceeds shall be divided as follows:

- 50% retained by the incorporated non-profit organization; and
- 50% remitted to the Town of Gander;
- The Town's portion shall be remitted at the intervals specified in the approval or written agreement;
- The organization shall provide a financial statement showing:
 - Gross revenue;
 - Approved expenses;
 - Net proceeds;
 - The amount retained by the organization; and
 - The amount payable to the Town;
- The organization's retained portion shall be used for purposes consistent with its non-profit objectives and any conditions established by the Town; and
- The Town may require proof of incorporation and confirmation that the organization remains in good standing.

The 50/50 division applies to net proceeds after any direct fundraising expenses approved in advance by the Town.

7.0 Unincorporated Groups

Where the approved group is not incorporated:

- 100% of all fundraising, sponsorship, advertising, and donation revenue shall be received and held by the Town;
- The funds shall not be held in a personal or informal bank account;
- The Town shall issue receipts where appropriate in accordance with its financial procedures;
- The Town shall maintain custody and control of all funds;
- The funds shall form part of the Town's financial records;
- The group may recommend how the funds should be used; and
- Council is not required to accept or implement the group's recommendation.

All funds received by the Town shall remain subject to:

- Council approval;
- The Town's budget;
- Applicable procurement requirements;
- Town priorities;
- Operational and maintenance considerations;
- Applicable legislation; and
- Town policies and procedures

8.0 Naming Rights and Permanent Signage

No external group may offer or promise naming rights without prior Council approval.

Naming rights, permanent donor recognition, plaques, monuments, permanent signs, or similar recognition shall require:

- Council approval;
- Approval of the proposed name or wording;

- Approval of the design and location;
- Confirmation of the duration of the recognition;
- Confirmation of maintenance and replacement responsibilities; and
- Written agreement where required by the Town.

The Town may refuse, revise, remove, or discontinue naming or recognition where:

- The agreement has expired;
- The facility has been renovated, relocated, repurposed, or removed;
- The donor or sponsor no longer meets Town standards;
- Continued recognition may harm the Town's reputation; or
- Council determines that removal is in the public interest.

9.0 Projects, Purchases and Improvements

- Fundraising approval does not authorize the group to purchase, install, construct, alter, or place anything on Town property.
- All proposed projects, equipment, landscaping, fixtures, structures, amenities, or improvements require separate written approval.
- External groups shall not hire a contractor to perform work on Town property without written authorization.
- Unless otherwise agreed in writing, any item or improvement accepted and installed on Town property becomes the property of the Town.
- The Town may alter, relocate, remove, replace, or dispose of an improvement where Council or the administration considers it necessary.

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.

DRAFT

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

Amendments and Resolutions

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

ESTIMATED PROJECT COST

Schedule of Quantities and Prices - Estimated Average unit prices

TOWN OF GANDER - 2026 Street Resurfacing - Bennett Drive - Section 1

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

SECTION	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
1010	Mobilization & Demobilization 5% of Total (not greater than 5% if on the Island or 10% if in Labrador, or 15% north of Cartwright of item as. "Sub-total" on last page)	L.S.	unit	\$2,453.94	\$2,453.94
1570	Traffic Regulations Flagpersons Wages	Hour	72	\$27.00	\$1,944.00
	Traffic Control	L.S.	Unit	\$2,750.00	\$2,750.00
2547	Asphalt Tack Coat Supply & Placement of Asphalt Tack Coat	m ²	874	\$1.38	\$1,206.12
2552	Hot Mix Asphalt Concrete Paving 1. Asphaltic Concrete 1. Surface Course with anti-stripping (thickness) b. 50mm Thick	tonnes	114	\$282.50	\$32,205.00
	2. Levelling Course	tonnes	23	\$282.50	\$6,497.50
2575	Cold Planing	m ²	463	\$8.75	\$4,051.25
2601	Manholes, Catch Basins, Ditch Inlets & Valves Chambers Adjustment of Manhole/Catch Basin Frame/Cover	ea	1	\$425.00	\$425.00
TOTAL not including Mob & Demob					\$49,078.87
a. Sub-Total					\$51,532.81
a. Engineering Fees					
a. Contengencies					
a. Total					\$51,532.81
b. H.S.T.4.286%					\$2,208.70
c. Grand Total					\$53,741.51

ESTIMATED PROJECT COST

Schedule of Quantities and Prices - Estimated Average unit prices

TOWN OF GANDER - 2026 Street Resurfacing - Bennett Drive - Section 2

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

SECTION	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
1010	Mobilization & Demobilization 5% of Total (not greater than 5% if on the Island or 10% if in Labrador, or 15% north of Cartwright of item as. "Sub-total" on last page)	L.S.	unit	\$1,947.14	\$1,947.14
1570	Traffic Regulations Flagpersons Wages	Hour	72	\$27.00	\$1,944.00
	Traffic Control	L.S.	Unit	\$2,750.00	\$2,750.00
2547	Asphalt Tack Coat Supply & Placement of Asphalt Tack Coat	m ²	674	\$1.38	\$930.12
2552	Hot Mix Asphalt Concrete Paving 1. Asphaltic Concrete 1. Surface Course with anti-stripping (thickness) b. 50mm Thick	tonnes	88	\$282.50	\$24,860.00
	2. Levelling Course	tonnes	18	\$282.50	\$5,085.00
2575	Cold Planing	m ²	337	\$8.75	\$2,948.75
2601	Manholes, Catch Basins, Ditch Inlets & Valves Chambers Adjustment of Manhole/Catch Basin Frame/Cover	ea	1	\$425.00	\$425.00
TOTAL not including Mob & Demob					\$38,942.87
a. Sub-Total					\$40,890.01
a. Engineering Fees					
a. Contengencies					
a. Total					\$40,890.01
b. H.S.T.4.286%					\$1,752.55
c. Grand Total					\$42,642.56

ESTIMATED PROJECT COST

Schedule of Quantities and Prices - Estimated Average unit prices

TOWN OF GANDER - 2026 Street Resurfacing - Bennett Drive - Section 3

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

SECTION	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
1010	Mobilization & Demobilization 5% of Total (not greater than 5% if on the Island or 10% if in Labrador, or 15% north of Cartwright of item as. "Sub-total" on last page)	L.S.	unit	\$4,669.45	\$4,669.45
1570	Traffic Regulations Flagpersons Wages	Hour	72	\$27.00	\$1,944.00
	Traffic Control	L.S.	Unit	\$2,750.00	\$2,750.00
2547	Asphalt Tack Coat Supply & Placement of Asphalt Tack Coat	m ²	1749	\$1.25	\$2,186.25
2552	Hot Mix Asphalt Concrete Paving 1. Asphaltic Concrete 1. Surface Course with anti-stripping (thickness) b. 50mm Thick	tonnes	227	\$282.50	\$64,127.50
	2. Levelling Course	tonnes	46	\$282.50	\$12,995.00
2575	Cold Planing	m ²	887	\$8.75	\$7,761.25
2601	Manholes, Catch Basins, Ditch Inlets & Valves Chambers Adjustment of Manhole/Catch Basin Frame/Cover	ea	3	\$425.00	\$1,275.00
2713	Water Mains Adjust existing valve boxes to grade	ea	1	\$350.00	\$350.00
TOTAL not including Mob & Demob					\$93,389.00
a. Sub-Total					\$98,058.45
a. Engineering Fees					
a. Contengencies					
a. Total					\$98,058.45
b. H.S.T.4.286%					\$4,202.79
c. Grand Total					\$102,261.24

ESTIMATED PROJECT COST

Schedule of Quantities and Prices - Estimated Average unit prices

TOWN OF GANDER - 2026 Street Resurfacing - Bennett Drive Section 4

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

SECTION	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
1010	Mobilization & Demobilization 5% of Total (not greater than 5% if on the Island or 10% if in Labrador, or 15% north of Cartwright of item as. "Sub-total" on last page)	L.S.	unit	\$5,734.34	\$5,734.34
1570	Traffic Regulations Flagpersons Wages	Hour	108	\$27.00	\$2,916.00
	Traffic Control	L.S.	Unit	\$2,750.00	\$2,750.00
2547	Asphalt Tack Coat Supply & Placement of Asphalt Tack Coat	m ²	2170	\$1.38	\$2,994.60
2552	Hot Mix Asphalt Concrete Paving 1. Asphaltic Concrete 1. Surface Course with anti-stripping (thickness) b. 50mm Thick	tonnes	282	\$282.50	\$79,665.00
	2. Levelling Course	tonnes	56	\$282.50	\$15,820.00
2575	Cold Planing	m ²	1059	\$8.75	\$9,266.25
2601	Manholes, Catch Basins, Ditch Inlets & Valves Chambers Adjustment of Manhole/Catch Basin Frame/Cover	ea	3	\$425.00	\$1,275.00
TOTAL not including Mob & Demob					\$114,686.85
a. Sub-Total					\$120,421.19
a. Engineering Fees					
a. Contingencies					
a. Total					\$120,421.19
b. H.S.T.4.286%					\$5,161.25
c. Grand Total					\$125,582.44

Capital Investment Plan (CIP) Application

Name of Municipality/Inuit Community Government (ICG):

Contact name: _____

Phone number: _____

Email address: _____

Section A: Proposed Project Information

Project Title: _____

Is this a revised project? Yes ☐ No ☐

If yes, please indicate project number: _____

What is the estimated starting date? _____

What is the estimated completion date? _____

Eligible Project Category (tick **one** of the appropriate categories):

- | | |
|---|--|
| ☐ Local Roads and Bridges | ☐ Drinking Water |
| ☐ Highways | ☐ Wastewater |
| ☐ Short-sea Shipping | ☐ Solid Waste |
| ☐ Short-line rail | ☐ Community Energy Systems |
| ☐ Brownfield Redevelopment | ☐ Sport Infrastructure |
| ☐ Broadband Connectivity | ☐ Recreational Infrastructure |
| ☐ Public Transit | ☐ Resilience |
| ☐ Cultural Infrastructure | ☐ Capacity Building |
| ☐ Tourism Infrastructure | ☐ Fire Hall Infrastructure |

Description of the proposed project:

Please provide the site-specific location including GIS/GPS (latitude/longitude) coordinates of the infrastructure (attach KML file if preferred): _____

How will this project provide a beneficial impact on your community?

Does this project relate to infrastructure owned by the municipality/ICG? Yes ☐ No ☐
If no, who owns the infrastructure? _____

Have you attached a resolution of council? Yes ☐ No ☐

Section B: Proposed Project Financing

(A) Canada Community Building Funding	(B) Municipal Funding	(C) Provincial Funding	(D) Other Federal Funding	(E) Other Funding	(A)+(B)+(C)+(D)+(E) = Total Estimated Project Cost

Have you attached all relevant financial information i.e. third-party quotes/cost estimates and invoices? Yes ☐ No ☐

Does this project require signage, as per the Federal Infrastructure Project sign Design and Installation Guidelines? Yes ☐ No ☐

Please refer to the "CIP Instructions and Guidelines" for more information.

Will this project receive (or has the project received) funding from other provincial or federal programs? Yes ☐ No ☐

If yes, please provide the approval letter(s) as backup and indicate the name of the provincial/federal program(s), as well as the associated project number(s):

Submit completed application to:

Canada Community-Building Fund Secretariat
Department of Municipal Affairs and Community Engagement
Confederation Building, East Block
P.O. Box 8700
St. John's, NL A1B 4J6

Facsimile: (709) 729-3605
E-mail: CGBF@gov.nl.ca

Questions:

Fahlon Drake: 709-729-5418 fahlon@gov.nl.ca
Deann Spurrell: 709-729-5401 deannspurrell@gov.nl.ca

Toll Free: 1-877-729-4393

An electronic copy of this application is available at: <https://www.gov.nl.ca/mpa/for/gta/>
Please refer to the "CIP Instructions and Guidelines" for more information.

ESTIMATED PROJECT COST

Schedule of Quantities and Prices - Estimated Average unit prices

TOWN OF GANDER - 2026 Street Resurfacing - Penwell Avenue

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

SECTION	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
1010	Mobilization & Demobilization 5% of Total (not greater than 5% if on the Island or 10% if in Labrador, or 15% north of Cartwright of item as. "Sub-total" on last page)	L.S.	unit	\$4,925.18	\$4,925.18
1570	Traffic Regulations Flagpersons Wages	Hour	108	\$27.00	\$2,916.00
	Traffic Control	L.S.	Unit	\$2,750.00	\$2,750.00
2547	Asphalt Tack Coat Supply & Placement of Asphalt Tack Coat	m ²	1814	\$1.25	\$2,267.50
2552	Hot Mix Asphalt Concrete Paving 1. Asphaltic Concrete 1. Surface Course with anti-stripping (thickness) b. 50mm Thick	tonnes	236	\$282.50	\$66,670.00
	2. Levelling Course	tonnes	50	\$282.50	\$14,125.00
2575	Cold Planing	m ²	1020	\$8.75	\$8,925.00
2601	Manholes, Catch Basins, Ditch Inlets & Valves Chambers Adjustment of Manhole/Catch Basin Frame/Cover	ea	2	\$425.00	\$850.00
2713	Water Mains Adjust existing valve boxes to grade	ea	3	\$350.00	\$350.00
TOTAL not including Mob & Demob					\$98,503.50
a. Sub-Total					\$103,428.68
a. Engineering Fees					
a. Contingencies					
a. Total					\$103,428.68
b. H.S.T. 4.286%					\$4,432.95
c. Grand Total					\$107,861.63

PROPERTY TAX REDUCTION APPROVAL FORM

Department: Corporate Services
Submitted By: Kelly Hiscock
Date Submitted: August 2026

ELIGIBILITY VERIFICATION

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

Property Tax Reductions - Residential - Year 2026				
Roll Number	2026 Property Tax	% of Reduction	Amount of Reduction	Revised 2026 Taxes
046000920000	\$ 3,349.42	15	\$ 502.41	\$ 2,847.01
	\$		\$	\$
	\$		\$	\$
	\$		\$	\$
	\$		\$	\$
	\$		\$	\$
	\$		\$	\$
	\$		\$	\$
	\$		\$	\$
	\$		\$	\$

MINUTE

The Committee reviewed 1 application(s) for residential property tax reduction that met the Council's policy based on income criteria. The total amount to be adjusted is \$502.41. Since the beginning of 2026, the Town of Gander has issued 27 property tax reductions totaling \$21,378.21, as attached.

MOTION

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

REVIEW AND APPROVAL

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

☐ Yes ☐ No
☐ Yes ☐ No

TOWN OF GANDER
DEVELOPMENT REGULATIONS, 2019-2029



DEVELOPMENT REGULATION AMENDMENT No. 9, 2025

(Housing Accessibility Fund-First Phase)

URBAN AND RURAL PLANNING ACT, 2000

RESOLUTION TO APPROVE

AMENDMENT No. 9, 2025

DEVELOPMENT REGULATIONS, 2019-2029

Under the authority of section 16, section 17 and section 18 of the *Urban and Rural Planning Act, 2000*, the Town Council of Gander:

- a) adopted the Amendment No. 9, 2025 to the Town of Gander Development Regulations on the 21st day of January, 2026;
- b) gave notice of the adoption of the Amendment No. 9, 2025 to the Gander Development Regulations Plan by posting the notice in the Town Hall and Stadium, and posting the notice on social media: Town of Gander website and Facebook page on February 9, 2026;
- c) set the set the 25th day of February, 2026, at the Town of Gander Town Hall for the public hearing to consider objections and submissions.

Now under the authority of Section 23 of the *Urban and Rural Planning Act, 2000*, the Town Council of Gander approves the Amendment No. 9, 2025 to the Town of Gander Development Regulations as adopted.

SIGNED AND SEALED this ____ day of _____, 2026.

Mayor: _____

Clerk: _____

Development Regulations/Amendment	
<u>REGISTERED</u>	
Number	_____
Date	_____
Signature	_____

(Council Seal)

URBAN AND RURAL PLANNING ACT, 2000

RESOLUTION TO ADOPT

AMENDMENT No. 9, 2025

TOWN OF GANDER DEVELOPMENT REGULATIONS, 2019-2029

Under the authority of Section 16 of the *Urban and Rural Planning Act ,2000*, the Town Council of Gander adopts the Amendment No. 9, 2025 to the Gander Development Regulations, 2019-2029.

Adopted by the Town Council of Gander on the 21st day of January, 2026.

Signed and sealed this ____ day of _____, 2026.

Mayor:

Clerk:

(Council Seal)

CANADIAN INSTITUTE OF PLANNERS CERTIFICATION

I certify that the attached Amendment No. 9, 2025 to the Town of Gander Development Regulations has been prepared in accordance with the requirements of the *Urban and Rural Planning Act 2000*.

Myers

MCIP: Anna Myers
Member of Canadian Institute of Planners (MCIP)



TOWN OF GANDER

DEVELOPMENT REGULATIONS AMENDMENT No. 9, 2025

BACKGROUND

The Town Council of Gander wishes to amend its Development Regulations. The proposed amendment seeks to change the text of the 2019-2029 Development Regulations.

The Town of Gander's population has steadily grown to over 11,800 in recent years as demographic shifts have occurred. Gander is a regional service hub for the more than 80,000 people situated in 130 communities that lie within a 100km radius of the Town. There has been a recent surge in demand for housing post-COVID pandemic and augmented by emerging regional economic opportunities attracting new residents to the town.

As a result, the Town of Gander is undertaking a Housing Modernization Regulatory of regulatory tools and processes, including the Town's 2019-2029 Municipal Plan and Development Regulations in order to are to modernize current housing policies, provide for a broader range of housing options in the community and support housing affordability. After undertaking a Housing Needs Assessment, funding was secured through the federal CMHC Housing Accelerator Fund (HAF) to undertake this work. In addition to updating the regulatory framework, there are specific HAF housing deliverables during the agreement period (2024-2027) including the following targets:

- Housing Supply Growth Target of 200 permitted housing units.
- The related Additional Targets: 68 other multi-residential housing units; 70 'missing middle' units; and, 70 affordable units (35% total growth target).

The proposed amendments represent Phase 1-HAF amendments that support the Town of Gander HAF initiatives. In general terms, these amendments include the following measures:

- Provide definitions for ‘multi-unit housing’ and ‘Accessory Dwelling Units-including subsidiary apartments’; and refining definitions of apartment building, double dwelling and dwelling unit for clarity; and removed definitions of Accessory Dwelling and Secondary Suite;
- Enable more flexibility for new development by reducing development standards by 10% in the Residential Medium Density (RMD), Residential High Density-1 (RHD-1) and Residential High Density-2 (RHD-2) zones, subject to National Building Code;
- Allow multi-unit housing as a permitted use in residential zones provided with a clear definition and development standards;
- Allow “Accessory Dwelling Units” as a permitted use in Residential Medium Density (RMD), Residential High Density-1 (RHD-1), Residential High Density-2 (RHD-2) and Residential Rural (RR), Rural (related to farm only) and Tourism Recreational (TR) zones and provide a clear definition and development standards;
- Remove Secondary Suite and Accessory Dwelling and provide new definition for Accessory Dwelling Unit including subsidiary apartment and Garden Suite, with development standards and conditions.
- Limit the number of Dwelling Units per lot in the RLD zone to 4 dwelling units;
- Eliminate restriction which states apartment buildings and row dwellings shall not comprise more than 50% of total dwelling units on an individual street in the RMD zone;
- Reduce minimum required parking for all dwelling units from 1.5 spaces/unit to 1 space per unit.

Public Consultation

A public consultation period was held between July 31, 2025 and August 12, 2025. Interested members of the public were requested to submit correspondence, or ask questions to either John Boland, Planning and Control Technician (Town of Gander), or Anika Bursey, Planner (Tract Consulting Inc.). Both virtual and physical copies of the amendments were made available.

Notices were published as follows:

- Posters were put up at Town Hall Front Counter and Town Hall Outdoor Bulletin Board (100 Elizabeth Drive)
- Social media notification was published on Town of Gander Facebook, X, LinkedIn (@townofgander) and on the Town of Gander website (www.gandercanada.com).

No submissions were received by the Town of Gander.

DEVELOPMENT REGULATIONS AMENDMENT No. 9, 2025

TEXT CHANGES TO DEVELOPMENT REGULATIONS, 2019-2029

SECTION 1,0 of Development Regulations Amendment No. 9, 2025:

In Chapter 2.0-DEFINITIONS

REMOVE:

ACCESSORY DWELLING means a dwelling that is subsidiary to a main commercial use and is essential for the operation of that main use, for example, a farmhouse. An application for an accessory dwelling must clearly demonstrate that it is critical to the viability of the commercial activity.

REMOVE:

SECONDARY SUITE means a separate dwelling unit not exceeding 80% of the floor area of all storeys of the other dwelling units or 80 m², whichever is the lesser.

CHANGE:

FROM

APARTMENT BUILDING means a residential building containing three or more dwelling units but does not include row house units.

TO

APARTMENT BUILDING means a building containing three or more dwelling units which have a shared entrance and hallway, but does not include a row dwelling, Townhouse, multi-unit building, or a subsidiary apartment

DELET AND REPLACE

DOUBLE DWELLING means a building containing two dwelling units, placed one above the other duplex), or side by side (semi-detached), but does not include a single dwelling containing a subsidiary apartment

TO

SEMI-DETACHED DWELLING (also referred to as a double dwelling) means a building containing two dwelling units, where each dwelling unit has a private entrance where the units are side by side and connected vertically, but does not mean a Single Detached Dwelling containing a subsidiary apartment. Both units shall front on to a publicly maintained road.

DUPLEX means a Building containing two Dwelling Units connected horizontally, each having an individual entrance, provided that no Dwelling Unit shall be wholly in the basement of the Building; a duplex is not a single detached dwelling with a subsidiary apartment.



FROM

DWELLING UNIT means a self-contained unit consisting of one or more habitable rooms used or designed as the living quarters for one household.

TO:

DWELLING UNIT means 1 or more habitable rooms which constitute 1 self-contained *unit* used or intended to be used for living and sleeping purposes for which is provided:

- (a) *Cooking equipment* or the facilities for the installation of *cooking equipment*; and
- (b) One or more bathrooms with a water closet, wash basin and shower or bath.

FROM:

SUBSIDIARY APARTMENT means a separate dwelling unit constructed within and subsidiary to a self contained dwelling but does not include a secondary suite.

TO:

SUBSIDIARY APARTMENT means a separate dwelling unit constructed within or attached to, and subsidiary to, a single detached dwelling or within a permitted commercial use.



ADD THE FOLLOWING NEW DEFINITIONS:

ACCESSORY DWELLING UNIT means a self-contained residential dwelling unit that is located on the same lot as a primary dwelling unit. It may consist of a detached building on a lot with a primary residential dwelling or a subsidiary dwelling unit within or attached to the principal dwelling. Accessory Residential Dwellings may include Garden Suites or Subsidiary Apartments as defined in the sections below. In the Rural zone only, the Accessory Dwelling Unit may also include farm worker accommodations.

GARDEN SUITE means an accessory detached residential building on a residential lot that consists of one self-contained Dwelling Unit without a basement and located within the rear yard or side yard of a lot and [partially or] wholly within the rear yard setback. A Garden Suite is detached from the primary dwelling on the lot. It may be constructed onsite or transported as a modular unit to the lot but cannot include a mobile home or recreation vehicle or trailer of any sort.



Image 1: View of garden suite on lot 10 metres wide and 36 metres deep



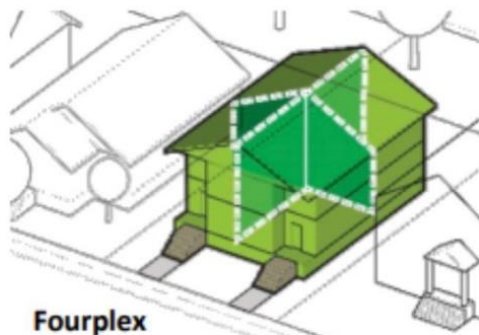
MULTI-UNIT HOUSING consists of a building containing 3 or more independent, self-contained dwelling units which may be divided horizontally or a combination of vertically and horizontally, but must be joined by some kind of common wall and roofing structures; each of which has an independent entrance either directly to the outdoor or through a common vestibule or corridor. No subsidiary apartments are permitted. These do not include an apartment building or row dwelling (townhouse) with subsidiary apartments.

The multi-unit housing may be configured as follows:

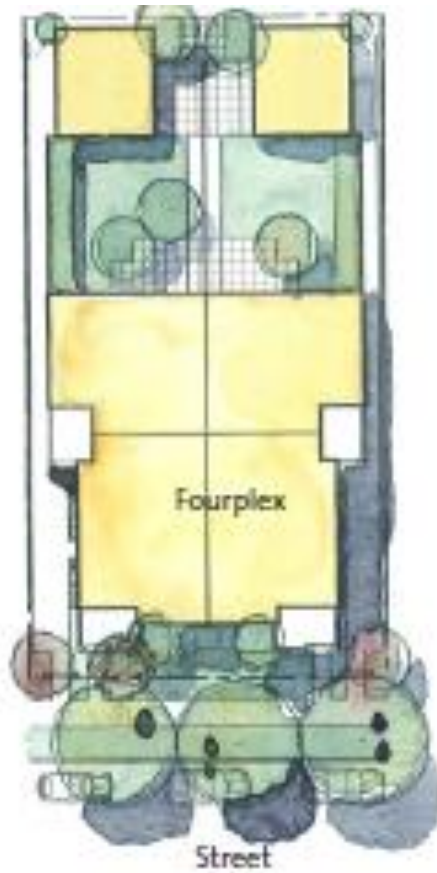
- a. Side-by-side as townhouses on one lot where the housing might not necessarily face the street and the overall building shares a common vehicle access to the site and on-site parking and may be in a Planned Unit Development;
- b. Three-unit or more-unit building where at least one Dwelling Unit may be entirely or partially above another with the entire Building being on one lot, with a separate indoor entrance, corridors and stairs or with exterior separate entrances and stairs and may be in a Planned Unit Development.



Quadplex on Corner Lot



Development may be only two dwelling units deep on a lot with each dwelling unit having a front on the street as shown in the diagrams below.

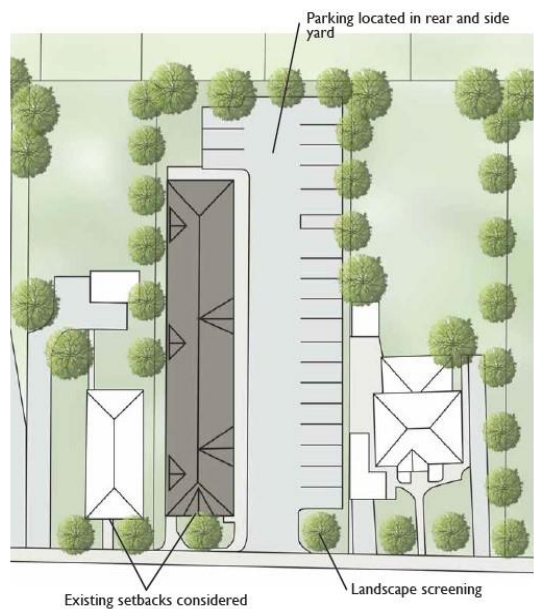


Attached Fourplex



Attached Triplex

Infill lot configurations of multi-unit housing where end of building facing the publicly maintained road would be required to have a street façade that blends with the neighbourhood (see examples below)



Example of Multi-unit Housing Infill

Multi-unit housing sketch- not to scale



Side yard	Parking 4 Parking 3 Parking 2	Rear yard	
		Unit 4	Side yard m
		Unit 3	
		Unit 2	
		Unit 1 - Entrance from wall facing street; and Mandatory front facade	
Parking 1			
Yards as per zone development standards			
Front yard (Building line setback)			

(For illustrative purposes only)

**SECTION 2,0 OF DEVELOPMENT REGULATIONS AMENDMENT NO. 9, 2025:
Chapter 5 – SPECIFIC USE REGULATIONS**

FROM

5.17 Subsidiary Apartments and Secondary Suites

Refer to the Gander Subsidiary Apartment / Secondary Suite Regulation

TO

5.17 Subsidiary Apartments

Refer to the Gander Subsidiary Apartment / Secondary Suite Regulation

**SECTION 3,0 OF DEVELOPMENT REGULATIONS AMENDMENT NO. 9, 2025:
Chapter 4 – GENERAL REGULATIONS**

ADD

4.32 Municipal services

Development must connect to municipal water and sewer services where available at the expense of the owner or developer as determined at the discretion of Council. Where there are no services or it is determined by Council that such a connection is uneconomic, onsite water and sewer may be considered pending compliance with the 'Private Sewage Disposal and Water Supply Standards' under the Sanitation Regulations, CNLR 803/96.

SECTION 4.0 OF DEVELOPMENT REGULATIONS AMENDMENT NO. 9, 2025: Chapter 9.0 – USE ZONE TABLES

4.1 PROPOSED CHANGES TO THE USE ZONE TABLES

Proposed changes to the Use Zone Tables for:

9.2-Residential Low Density RLD

9.3-Residential Medium Density RMD

9.4-Residential High Density-1 RHD-1

9.5- Residential High Density-2 RHD-2

9.6-Residential Mini-Home RMH

9.7-Residential Rural RR

1. PERMITTED USES: **ADD** 'Multi-unit housing'
2. DISCRETIONARY USES: **REMOVE**: Secondary Suite and Accessory Dwelling

Proposed changes to the Use Zone Tables for:

9.3-Residential Medium Density (RMD)

9.4-Residential High Density-1 (RHD-1)

9.5- Residential High Density-2 (RHD-2)

1. PERMITTED USES: **ADD** 'Accessory Dwelling Units (subsidiary apartments and Garden Suite)'

Proposed changes to the Use Zone Tables 9.15-Tourism Recreation TR

1. PERMITTED USES: **ADD** Apartment above a Permitted use and Subsidiary Apartments
2. DISCRETIONARY USES: **REMOVE** Accessory Dwelling

Proposed changes to the Use Zone Tables 9.7-Residential Rural (RR)

1. PERMITTED USES: **ADD** Single detached dwelling subject to condition 9.21.2; Farm Worker Accommodation subject to condition 9.21.2.
2. DISCRETIONARY USES: **REMOVE** Accessory Dwelling

4.2 PROPOSED CHANGES TO THE DEVELOPMENT STANDARDS AND CONDITIONS

4.2.1 The Council of Gander wishes all development standards reduced by about 10% (numbers are rounded to facilitate implementation) in the RMD, RHD-1 and RHD-2 zones, subject to code minimums. These are set out as follows:

FROM

DEVELOPMENT STANDARDS - RMD				
STANDARD	Single Dwelling	Double Dwelling (per unit)	Row Dwelling (per unit)	
			End Unit	Interior Unit
Minimum lot area	450 m ²	350 m ²	315 m ²	210 m ²
Minimum lot frontage at building line	16.0 m	10.0 m	9.0 m	6.0 m
Minimum street frontage	9.0 m	7.0 m	5.0 m	5.0 m
Minimum lot depth	40.0 m	35.0 m	35.0 m	35.0 m
Minimum front yard	8.0 m	8.0 m	8.0 m	8.0 m
Minimum side yard (each side)	1.5 m+3.0 m	3.0 m	3.0 m	n/a
Minimum side yard flanking street	8.0 m	8.0 m	8.0 m	n/a
DEVELOPMENT STANDARDS				
STANDARD	Single Dwelling	Double Dwelling (per unit)	Row Dwelling (per unit)	
			End Unit	Interior Unit
Average rear yard	12.0 m	12.0 m	12.0 m	12.0 m
Minimum rear yard	10.0 m	10.0 m	10.0 m	10.0 m
Minimum floor area (excl. basement)	80.0 m	80.0 m	65.0 m	65.0 m
Maximum lot coverage (all buildings)	30%			
Maximum height: 10.0 metres or in accordance with airport height limitations (see Appendix D), whichever is lower				

TO

DEVELOPMENT STANDARDS - RMD				
STANDARD	Single Dwelling	Double Dwelling (per unit)	Row Dwelling (per unit)	
			End Unit	Interior Unit
Minimum lot area	405 m ²	315 m ²	283.5 m ²	189 m ²
Minimum lot frontage at building line	14.5 m	9.0	8 m	5.5 m
Minimum street frontage	8.1 m	6.3 m	4.5 m	4.5 m
Minimum lot depth	36.0 m	31.5 m	31.5 m	31.5.m
Minimum front yard	7 m	7 m	7 m	7 m
Minimum side yard (each side)	1.5 m+2.5m	2.5 m	2.5 m	n/a
Minimum side yard flanking street	7 m	7 m	7 m	n/a
DEVELOPMENT STANDARDS				
STANDARD	Single Dwelling	Double Dwelling (per unit)	Row Dwelling (per unit)	
			End Unit	Interior Unit
Average rear yard	11 m	11 m	11 m	11 m
Minimum rear yard	9.0 m	9.0 m	9.0 m	9.0 m
Minimum floor area (excl. basement)	72.0 m	72.0 m	58.5 m	58.5 m
Maximum lot coverage (all buildings)	33%			
Maximum height: 10.0 metres or in accordance with airport height limitations (see Appendix D), whichever is lower				

FROM

DEVELOPMENT STANDARDS – RHD-1				
STANDARD	Single Dwelling	Double Dwelling (per unit)	Row Dwelling (per unit)	
			End Unit	Interior Unit
Minimum lot area	390 m ²	350 m ²	315 m ²	210 m ²
Minimum lot frontage at building line	12.0 m	10.0 m	9.0 m	6.0 m
Minimum street frontage	7.0 m	7.0 m	5.0 m	5.0 m
Minimum lot depth	35.0 m	35.0 m	35.0 m	35.0 m
Minimum front yard	8.0 m	8.0 m	8.0 m	8.0 m
Minimum side yard (each side)	1.5 m + 2.75 m	2.75 m	2.75 m	n/a
Minimum side yard flanking street	8.0 m	8.0 m	8.0 m	8.0 m
DEVELOPMENT STANDARDS				
STANDARD	Single Dwelling	Double Dwelling (per unit)	Row Dwelling (per unit)	
			End Unit	Interior Unit
Average rear yard	12.0 m	12.0 m	12.0 m	12.0 m
Minimum rear yard	10.0 m	10.0 m	10.0 m	10.0 m
Minimum floor area (excl. basement)	80.0 m	70.0 m	60.0 m	60.0 m
Maximum lot coverage (all buildings)	33.0%	33.0%	33.0%	33.0%
Maximum height	10.0 metres or in accordance with airport height limitations (see Appendix D), whichever is lower			

TO

DEVELOPMENT STANDARDS – RHD-1				
STANDARD	Single Dwelling	Double Dwelling (per unit)	Row Dwelling (per unit)	
			End Unit	Interior Unit
Minimum lot area	351 m ²	315 m ²	283.5 m ²	189 m ²
Minimum lot frontage at building line	11 m	9.0 m	8 m	5.5 m
Minimum street frontage	6 m	6 m	4.5 m	4.5 m
Minimum lot depth	31.5 m	31.5 m	31.5 m	31.5 m
Minimum front yard	7 m	7 m	7 m	7 m
Minimum side yard (each side)	1.5 m + 2.5 m	2.5 m	2.5 m	n/a
Minimum side yard flanking street	7 m	7 m	7 m	7 m
DEVELOPMENT STANDARDS				
STANDARD	Single Dwelling	Double Dwelling (per unit)	Row Dwelling (per unit)	
			End Unit	Interior Unit
Average rear yard	11 m	11 m	11 m	11 m
Minimum rear yard	9.0 m	9.0 m	9.0 m	9.0 m
Minimum floor area (excl. basement)	72 m	63 m	54 m	54 m
Maximum lot coverage (all buildings)	36%	36%	36%	36%
Maximum height	10.0 metres or in accordance with airport height limitations (see Appendix D), whichever is lower			

FROM

DEVELOPMENT STANDARDS - RHD-2				
STANDARD	Single Dwelling	Double Dwelling (per unit)	Row Dwelling (per unit)	
			End Unit	Interior Unit
Minimum lot area	390 m ²	350 m ²	315 m ²	210 m ²
Minimum lot frontage at building line	12.0 m	10.0 m	9.0 m	6.0 m
Minimum street frontage	7.0 m	7.0 m	5.0 m	5.0 m
Minimum lot depth	35.0 m	35.0 m	35.0 m	35.0 m
Minimum front yard	8.0 m	8.0 m	8.0 m	8.0 m
Minimum side yard (each side)	1.5 m + 3 m	3.0 m	3.0 m	n/a
Minimum side yard flanking street	8.0 m	8.0 m	8.0 m	8.0 m
DEVELOPMENT STANDARDS				
STANDARD	Single Dwelling	Double Dwelling (per unit)	Row Dwelling (per unit)	
			End Unit	Interior Unit
Average rear yard	12.0 m	12.0 m	12.0 m	12.0 m
Minimum rear yard	10.0 m	10.0 m	10.0 m	10.0 m
Minimum floor area (excl. basement)	70.0 m	70.0 m	60.0 m	60.0 m
Maximum lot coverage (all buildings)	33.0%	33.0%	33.0%	33.0%
Maximum height	10.0 metres or in accordance with airport height limitations (see Appendix D), whichever is lower			

TO

DEVELOPMENT STANDARDS - RHD-2				
STANDARD	Single Dwelling	Double Dwelling (per unit)	Row Dwelling (per unit)	
			End Unit	Interior Unit
Minimum lot area	351 m ²	315 m ²	283.5 m ²	189 m ²
Minimum lot frontage at building line	11 m	9.0 m	8 m	5.5 m
Minimum street frontage	6.3 m	6.3 m	4.5 m	4.5 m
Minimum lot depth	31.5 m	31.5 m	31.5 m	31.5 m
Minimum front yard	7 m	7 m	7 m	7 m
Minimum side yard (each side)	1.35 m + 2.75 m	2.75 m	2.75 m	n/a
Minimum side yard flanking street	7 m	7 m	7 m	7 m
DEVELOPMENT STANDARDS				
STANDARD	Single Dwelling	Double Dwelling (per unit)	Row Dwelling (per unit)	
			End Unit	Interior Unit
Average rear yard	11 m	11 m	11 m	11 m
Minimum rear yard	9.0 m	9.0 m	9.0 m	9.0 m
Minimum floor area (excl. basement)	63 m	63 m	54 m	54 m
Maximum lot coverage (all buildings)	36 %	36 %	36 %	36 %
Maximum height	10.0 metres or in accordance with airport height limitations (see Appendix D), whichever is lower			

4.2.2 NEW DEVELOPMENT STANDARDS

ADD MULTI-UNIT HOUSING STANDARDS TO THE FOLLOWING ZONES:

9.2-Residential Low Density RLD

9.3-Residential Medium Density RMD

9.4-Residential High Density-1 RHD-1

9.5- Residential High Density-2 RHD-2

9.6-Residential Mini-Home RMH

9.7-Residential Rural RR

1. DEVELOPMENT STANDARDS: **ADD** the following standards:

DEVELOPMENT STANDARDS FOR MULTI UNIT HOUSING	
Minimum lot area	75 m ² per unit
Minimum lot frontage at building line	14 m
Minimum street frontage	5 m
Minimum lot depth	30 m
Minimum front yard	8 m
Minimum side yard (each side)	3 m
Minimum side yard flanking street	8 m
Average rear yard	10 m
Minimum rear yard	8 m
Maximum lot coverage (all buildings)	40%
Maximum height	3 storeys (about 10 metres) or in accordance with airport height limitations (see Appendix D), whichever is lower

**ADD GARDEN SUITE AND SUBSIDIARY APARTMENT DEVELOPMENT STANDARDS
AND CONDITONS TO THE FOLLOWING ZONES:**

9.3-Residential Medium Density (RMD)

9.4-Residential High Density-1 (RHD-1)

9.5- Residential High Density-2 (RHD-2)

GARDEN SUITE DEVELOPMENT STANDARDS	
MINIMUM	
Side Yard & Rear Yard	1.2 m
Distance from another building	2.4 m
'Front Yard' -distance between principal dwelling and garden suite	6.0 m
MAXIMUM	
Height	Not higher than the principal residence onsite; up to 2 storeys
Size - Ground Coverage	• ADU only 60% of total coverage of the principal dwelling; • Cannot occupy more than 30% of the total area of the backyard, including all other accessory buildings and structures

Garden Suite Conditions

- 1) The Garden Suite will be detached and clearly secondary to the primary residential use on the lot, and shall have a ground area coverage less than the ground area coverage of the primary residential use.
- 2) The applicant is responsible to submit a surveyors location plan prior to the issuance of a permit for a Garden Suite.
- 3) A Garden Suite shall be placed on a cement pad or footing (no basement) or similar footing, as approved by a Professional Engineer, unless otherwise approved by Council.
- 4) A Garden Suite shall be connected to municipal water and/or sewer services. A Garden Suite shall have an accessible, hard surfaced, barrier-free exterior pathway from the primary door of the accessory dwelling unit to the parking space designated for the accessory dwelling unit.
- 5) A Garden Suite shall remain under the ownership of the owner of the primary dwelling and shall not be subdivided from the property containing the primary dwelling and sold or sold as a separate condominium unit.
- 6) A Garden Suite may be constructed on site or be transported as a modular unit to the lot but shall not include a mobile home or a Recreational Vehicle.

- 7) Garden Suites not be constructed on lots which have shared driveways/private roads with other lots or on lots which have a backlot-style configuration.
- 8) A Garden Suite will be permitted only in the rear yard or side yard of the main dwelling except as otherwise authorized by Council.

Subsidiary Apartment Conditions

- 1) The subsidiary apartment will be clearly secondary to the single detached dwelling or Two Unit Dwelling or a permitted commercial use.
- 2) Subsidiary apartment(s) will be completely self-contained dwelling unit with facilities for cooking, sleeping and bathing.
- 3) Only one subsidiary apartment may be constructed within the basement of or attached to the main floor of a single detached dwelling or a single commercial building.
- 4) The total floor area of a subsidiary apartment must be a minimum of 40 m² and will be limited in floor area size to not more than 40% of the total floor area of all storeys of the dwelling unit, excluding the garage floor area and common spaces serving both dwelling units.
- 5) The number of subsidiary apartments for a single commercial building will be at the discretion of Council.

ADD SUBSIDIARY APARTMENT CONDITONS TO THE TOURISM RECREATION (TC) ZONE:

Subsidiary Apartment Conditions

- 1) The subsidiary apartment will be clearly secondary to the permitted commercial use.
- 2) Subsidiary apartment(s) will be completely self-contained dwelling unit with facilities for cooking, sleeping and bathing.
- 3) Only one subsidiary apartment may be constructed within the basement of or attached to the main floor of a single commercial building.
- 4) The total floor area of a subsidiary apartment must be a minimum of 40 m².
- 5) The number of subsidiary apartments for a single commercial building will be at the discretion of Council.

4.3 CHANGES TO CONDITIONS IN ZONES IN CHAPTER 9

In 9.2 Residential Low Density-1 ADD

9.2.4: Residential Density

Total combination of dwelling units will be restricted to a maximum of 4 units per lot.

In 9.2 Residential Low Density-1 CHANGE:

FROM

9.2.2 Subsidiary Apartments and Secondary Suites

Subsidiary apartments and secondary suites may be permitted between Civic Nos. 1 and 30 Memorial Drive and between Civic Nos. 84 and 152 Memorial Drive, but not in any other area of the RLD zone.

TO

9.2.2 Subsidiary Apartments

Subsidiary apartments may be permitted between Civic Nos. 1 and 30 Memorial Drive and between Civic Nos. 84 and 152 Memorial Drive, but not in any other area of the RLD zone.

In 9.3 Residential Medium Density zone CHANGE:

FROM:

9.3.2 Residential Density

1. Apartment buildings and row dwellings shall not comprise more than 50% of total dwelling units on an individual street in the RMD zone, the remainder being single and/or double units.
2. Row dwellings will be restricted to a maximum of six dwelling units per building.
3. No two row dwellings will be erected immediately adjacent to each other.

TO:

9.3.2 Residential Density

1. Row dwellings will be restricted to a maximum of six dwelling units per building.

In 9.15 Tourism Recreation (TR) Zone:

CHANGE:

FROM

9.15.7 Accessory Dwelling

1. An accessory dwelling will be considered for approval only in the case of a main commercial use that Council deems to be economically important and where the applicant provides convincing evidence that full-time habitation of the property is fundamental to the feasible operation of the commercial operation.
2. The accessory dwelling will be subject to such other terms and conditions as deemed appropriate by Council.

TO:

9.15.7 Residential uses in the Tourism Recreation zone

3. An Apartment above a Permitted use and Subsidiary Apartments will be considered for approval only in the case of a main commercial use that Council deems to be economically important and where the applicant provides convincing evidence that full-time habitation of the property is fundamental to the feasible operation of the commercial operation.
4. The Apartment above a Permitted use and Subsidiary Apartments will be subject to such other terms and conditions as deemed appropriate by Council.

In 9.21 Rural (RU) Zone:

CHANGE:

FROM

9.21.2 Accessory Dwelling

1. An accessory dwelling will be considered for approval only in the case of a commercial farm or other main commercial use that Council deems to be economically important and where the applicant provides convincing evidence that full-time habitation of the property is fundamental to the feasible operation of the farm or commercial operation.
2. The accessory dwelling will be subject to such other terms and conditions as deemed appropriate by Council.

TO:

9.21.2 Residential uses in the Rural zone

1. A single detached dwelling and farm worker accommodations will be considered for approval only in the case of a commercial farm or other main commercial use that Council deems to be economically important and where the applicant provides convincing evidence that full-time habitation of the property is fundamental to the feasible operation of the farm or commercial operation.
2. The single detached dwelling and farm worker accommodations will be subject to such other terms and conditions as deemed appropriate by Council

SECTION 5,0 of Development Regulations Amendment No. 9, 2025: PARKING

APPENDIX B: OFF-STREET LOADING AND PARKING REQUIREMENTS

The following changes are proposed for residential parking standards:

FROM

OFF-STREET PARKING SPACE REQUIREMENTS	
CLASS	MINIMUM SPACES
RESIDENTIAL	
Apartment building	1.5 / dwelling unit
Cluster Development	At Council's Discretion
Double dwelling	2.0 / dwelling unit
Lodging house	As required for the dwelling plus 1.0 / guest room
Mini/Mobile Home	2.0 / dwelling unit
Row dwelling	2.0 / dwelling unit
Short term rental	2.0 / dwelling unit or 1/100m ² of floor area, whichever greater.
Single dwelling	2.0 / dwelling unit plus 1.0 / subsidiary apartment

TO

OFF-STREET PARKING SPACE REQUIREMENTS	
CLASS	MINIMUM SPACES
RESIDENTIAL	
Apartment building	1.0 / dwelling unit
Cluster Development	At Council's Discretion
Duplex	1.0 / dwelling unit and 1.0/subsidiary apartment and 1.0/garden suite
Garden Suite	1.0 / dwelling unit
Lodging house	As required for the dwelling plus 1.0 / guest room
Mini/Mobile Home	1.0 / dwelling unit
Multi-unit housing	1.0 / dwelling unit
Row dwelling	1.0 / dwelling unit
Semi-Detached	1.0 / dwelling unit and 1.0/subsidiary apartment and 1.0/garden suite
Short term rental	1.0 / dwelling unit or 1/100m ² of floor area, whichever greater.
Single dwelling	1.0 / dwelling unit plus 1.0 / subsidiary apartment and 1 per garden suite

Section 6: APPENDIX A: CLASSIFICATION OF USES OF LAND AND BUILDINGS – GROUP: RESIDENTIAL

THE CHANGES CONSIST OF UPDATES FOR CONSISTENCY WITH CHANGES PREVIOUSLY OUTLINED IN THE AMENDMENTS FOR THE RESIDENTIAL GROUP ONLY.

FROM

APPENDIX A: CLASSIFICATION OF USES OF LAND AND BUILDINGS

This Classification is intended to assist in the interpretation of types of uses within the use classes listed in the Use Zone Tables in Part 9.0 of these Regulations. Examples included in the following tables are not exhaustive. They are used to illustrate typical types of developments within a use class.

GROUP	CLASS	EXAMPLES
RESIDENTIAL USES	Accessory Building	Sheds, garages, greenhouses, root cellars, personal livestock shelters, decks gazebos
	Accessory Dwelling	Farmhouses, farm worker accommodations
	Apartment Building	Apartment buildings
	Apartment Over Permitted Use	Apartment dwellings over retail stores, offices, and other commercial uses
	Bed and Breakfast	Bed and breakfast
	Collective Residential	School and college residences, nurse and hospital residences, worker residences
	Cluster Development (DRA#5, 2023)	See Definition
	Double Dwelling	Semi-detached dwellings, duplex dwellings
	Home based business	Home based businesses
	Lodging House	Lodging houses, boarding houses
	Manse	Manses
	Mini-home	Mini-homes
	Mobile home	Mobile homes
	Recreational Dwelling	Cabins, cottages, hunting and fishing cabins
	Residential Care Home	Personal care homes, nursing homes, group homes, long-term care facilities
	Retirement Home	Seniors apartment buildings and townhouses, retirement cottages
	Row Dwelling	Row houses, townhouses
	Short term rental	Short-term rental, visitor rental dwellings, tourist homes, airbnbs
	Single Dwelling	Single detached dwellings
	Subsidiary Apartment	Basement apartments, in-law suites
	Tiny House	Tiny houses

TO:

APPENDIX A: CLASSIFICATION OF USES OF LAND AND BUILDINGS

This Classification is intended to assist in the interpretation of types of uses within the use classes listed in the Use Zone Tables in Part 9.0 of these Regulations. Examples included in the following tables are not exhaustive. They are used to illustrate typical types of developments within a use class.

GROUP	CLASS	EXAMPLES
RESIDENTIAL USES	Accessory Building	Sheds, garages, greenhouses, root cellars, personal livestock shelters, decks gazebos
	Accessory Dwelling Unit	Subsidiary apartment, Garden suites (farm worker accommodations in Rural zone only)
	Apartment Building	Apartment Building
	Apartment Over Permitted Use	Apartment dwellings over retail stores, offices, and other commercial uses
	Bed and Breakfast	Bed and Breakfast
	Collective Residential	School and college residences, nurse and hospital residences, worker residences
	Cluster Development (DRA#5, 2023)	See Definition
	Duplex	Duplex
	Garden Suite	
	Home based business	Home based business
	Lodging House	Lodging houses, boarding houses
	Manse	Manse
	Mini-home	Mini-home
	Mobile home	Mobile home
	Multi Unit housing	Multi unit housing
	Recreational Dwelling	Cabins, cottages, hunting and fishing cabins
	Residential Care Home	Personal care homes, nursing homes, group homes, long-term care facilities
	Retirement Home	Seniors apartment buildings and townhouses, retirement cottages
	Row Dwelling	Row houses, townhouses
	Semi-detached dwellings	Semi-detached dwellings
	Short term rental	Short-term rental, visitor rental dwellings, tourist homes, Airbnb's
	Single Dwelling	Single detached dwellings
	Subsidiary Apartment	Subsidiary Apartment
	Tiny House	Tiny House