TOWN OF GANDER
REGULAR MEETING OF COUNCIL
Wednesday, October 14, 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
James Blackwood, Director of Planning and Public Works
Kelly Hiscock, Director of Corporate Services
Jerry Knee, Director of Community Services
Dave Shea, Fire Chief
Kayla White, Manager of Communications, Branding and Partnerships

Regrets:

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1. CALL TO ORDER

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

2. LAND ACKNOWLEDGEMENT

Mayor Farwell delivered the Land Acknowledgement.

"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 Gander Wings Recognition - Presentation

We're pleased to welcome members of the Gander Wings and their families to the Council Chambers today to celebrate achievements that make our community proud.

Congratulations to Floressa Harris, provincial Athlete of the Year, who participated in fitness, curling, athletics and snowshoeing, and to Lillian Paul, provincial Volunteer of the Year, whose dedication helps athletes participate, grow and succeed.

We also congratulate the Gander Eagles Curling Team,

These achievements reflect the talent, commitment and community spirit we have here in Gander. Behind them are athletes who work hard, volunteers who give generously of their time, and families and supporters who cheer them on.

On behalf of Council and the Town of Gander, congratulations and thank you for representing our community with pride. We're proud to celebrate you today.

3.2 Proclamation Request - Foster Families Month

3.3 Proclamation Request - National Legion Week, Sept. 20-26, 2026

3.4 Proclamation Request - National Dental Care Day, October 10, 2026

3.5 Proclamation October 2, 2026 - Wrongful Conviction Day

3.6 Proclamation Request - NL Hydro and NL Power Energy Efficiency Month October 1-31, 2026

4. APPROVAL OF AGENDA

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

Resolution: **26-227**
Moved By Councillor Woodford

Seconded By Deputy Mayor Pollett
THAT the agenda for the October 14, 2026 Regular meeting of Council be approved, as presented.

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

Carried (7 to 0)

5. APPROVAL OF PREVIOUS MINUTES

5.1 September 2, 2026 - Regular Meeting of Council

Minutes from the September 2, 2026 Regular Meeting of Council were presented for approval.

Resolution: **26-228**
Moved By Deputy Mayor Pollett
Seconded By Councillor Handcock
THAT Minutes from the September 2, 2026 Regular Meeting of Council 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)

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 Handcock.

a. Rescission of Motion 26-146

Council considered the status of the previously approved variance for 31 Waterton Street. It was noted that the related development permits have been cancelled and the variance approval is therefore no longer required.

The Committee recommends, and I move,

Resolution: **26-229**
Moved By Councillor Handcock
Seconded By Deputy Mayor Pollett
THAT Motion 26-146, which approved a variance to the side yard requirement at 31 Waterton Street from 3.0 metres to 2.85 metres to accommodate the construction of a residential dwelling unit, be rescinded.

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

Carried (7 to 0)

b. Fireworks

The Committee discussed ongoing complaints regarding fireworks being discharged during late-night and early-morning hours in several areas of the community. Municipal By-Law Enforcement advised that the activity does not appear to be isolated to one location and that the primary challenge is identifying those responsible and obtaining sufficient evidence to support enforcement under the Town's Community Standards By-law.

The Committee discussed information gathered to date, including reported locations and times, engagement with local fireworks retailers, practical enforcement challenges, and the value of coordinating with the RCMP where relevant factual information may assist with related complaints or enforcement.

c. Council Reports

The Committee discussed the ongoing review of Committee of the Whole agenda processes and the importance of ensuring consistent and sufficient information is provided with agenda items. Discussion included the use of attachments and the benefit of providing a concise staff summary, analysis and, where appropriate, a recommendation to clearly identify the matter being presented and any direction or decision being requested.

The Committee considered a proposed Council Report template intended to provide a consistent format for presenting the purpose and background of an item, relevant analysis and implications, a staff recommendation where appropriate, and the

direction or decision being requested, with attachments continuing to serve as supporting material.

d. Residential Greenspace Retention Policy: First Reading

Committee was presented with the draft Residential Greenspace Retention Policy for first reading. Committee discussed the importance of recognizing residential greenspace as Town-owned land and a public asset, rather than land associated with adjoining residential properties or available for private purchase.

Discussion included unauthorized clearing, filling, grading, storage, parking, fencing, structures and other encroachments on Town-owned residential greenspace, as well as the use of the compliance process to identify and disclose known encroachments. Committee agreed that existing encroachments should not create a right or expectation to purchase Town-owned land and should not be used as justification for its sale.

The policy is intended to confirm that residential greenspace will be retained by the Town, preserve the Town's ability to require removal, remediation or other enforcement where warranted, and clarify that the absence of immediate enforcement does not constitute approval of an encroachment.

The Committee recommends, and I move,

Resolution: **26-230**
Moved By Councillor Handcock
Seconded By Councillor Lidstone
THAT Council approve the first reading of the Residential Greenspace Retention Policy, as presented.

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

Carried (7 to 0)

e. Policy Manual Review: Phase One Rescissions

Council considered a number of policies recommended for rescission as part of the ongoing review and modernization of the Town's policy framework. It was noted that

the identified policies no longer reflect current legislative requirements, operational needs or governance practices and that, where applicable, the underlying requirements will continue to be addressed through legislation, replacement or consolidated policies, collective agreement provisions, or administrative procedures.

Council noted that the review is intended to provide residents and staff with a clearer, more current and consistent policy framework, while removing outdated requirements, reducing unnecessary administrative burden and helping to streamline Town processes.

Policies recommended for rescission are P030 - Dress and Deportment, A007 - Theft of Town Property, A016 - Computer Passwords, A002 - Privacy of Information, P044 - Clean Shaven, P047 - Employee Code of Conduct, PS005 - Deaf and Blind Sign Policy, P013 - Employee Absenteeism, P010 - Suggestion Awards Program, F021 - Elected Officials SmartPhones and R012 - Use of Cameras in Change Rooms and Washrooms of Town Facilities.

The Committee recommends, and I move,

Resolution: **26-231**
Moved By Councillor Handcock
Seconded By Councillor Abbott
THAT Town Policies P030, A007, A016, A002, P044, P047, PS005, P013, P010, F021 and R012 be rescinded.

For (6):	Mayor Farwell, Councillor Handcock, Deputy Mayor Pollett, Councillor Lidstone, Councillor West, and Councillor Abbott
Against (1):	Councillor Woodford

Carried (6 to 1)

f. Quarterly Town Clerk Report

The Committee reviewed the Town Clerk's Q3 2026 Quarterly Report, which highlighted ongoing work in governance, access to information and privacy, legal and regulatory matters, municipal enforcement, policy development and records management.

The Committee noted the importance of the ATIPP process in supporting transparency and public access to information, while also recognizing the significant administrative

resources required to respond to complex and high-volume requests. During the quarter, approximately 290 staff hours were devoted to ATIPP matters, in addition to records processing and, where required, legal and privacy review. The Committee noted the importance of continuing to balance timely and meaningful public access to information with the responsible use of municipal resources.

The Committee also noted continued efforts to strengthen municipal enforcement, modernize Town policies and improve records management, with this work continuing as a priority in the next quarter.

g. MNL Resolutions

Resolutions for the upcoming Municipalities Newfoundland and Labrador (MNL) Annual General Meeting have been submitted for consideration.

The resolutions address municipal access to Crown lands for community development, municipal enforcement authority under the Highway Traffic Act, reform of the development appeal process under the Urban and Rural Planning Act, and emergency communications coverage in highway and remote areas.

MNL has requested that Council formally confirm its endorsement of the resolutions by motion.

The committee recommends, and I move,

Resolution: **26-232**
Moved By Councillor Handcock
Seconded By Councillor West
THAT Council endorse all four resolutions including Municipal Access to Crown Lands for Community Development, Reform of the Development Appeal Process Under the Urban and Rural Planning Act, Emergency Communications Coverage for Highway and Remote Areas, and Municipal Enforcement Authority Under the Highway Traffic Act.

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

Carried (7 to 0)

h. Municipal By-Law Enforcement - Attendance at Seniors Fall Forum

The Committee discussed the upcoming Seniors Fall Forum scheduled for Friday,

November 13, with Municipal By-Law Enforcement proposing to participate with an information booth focused on public education and topics commonly raised by residents.

The Committee also discussed the possibility of partnering with the RCMP at the event to promote public awareness and highlight the cooperative relationship between municipal enforcement and police services. Staff will work with Communications to prepare appropriate educational materials for the forum.

i. Resident Delegation

The Committee received a delegation from residents regarding concerns associated with a neighbouring property. The residents outlined concerns relating to driveway and paving activity, grading and drainage, noise, vehicle activity, property boundaries, safety, and alleged commercial activity at the property. The delegation requested that the Town consider appropriate corrective and enforcement action in relation to the concerns presented.

The Committee received the information provided and advised that matters relating to regulatory compliance, enforcement and any associated legal considerations would require further review by Council through the appropriate process.

7.2 Planning and Public Works

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

a. Planning Departmental Report

The Committee reviewed the Planning Department Report for the period of August 20 to September 16, 2026. During the reporting period, 14 development applications were received, 21 building permits were issued, and six occupancy permits were issued.

The Committee was advised that residential construction activity remained limited during the period, with additional applications anticipated. A comparison of residential construction activity with the same period in the previous year was requested. The Committee also discussed potential future residential development, including opportunities in the Spruce Court area and the status of other proposed development areas where progress has been limited.

b. Public Works Departmental Report

The Committee reviewed the Public Works Report for the period of August 18 to

September 22, 2026. During the reporting period, Public Works crews completed 14 pothole repair deployments, while the Water and Sewer Division responded to 44 service calls and completed three main line repairs.

The Committee discussed seasonal maintenance activities, including line painting and asphalt repairs, and was advised that weather conditions had affected the completion of some outdoor work. Discussion also included the Town's approach to pothole repairs and the importance of residents reporting roadway concerns through the Town's established reporting channels.

c. Home Based Business - 9 Wilcockson Crescent

The Committee reviewed an application from *96360 NL & Lab. Inc. (Deep Kleen)* to operate a home office for a commercial cleaning business from 9 Wilcockson Crescent. A home occupation is a discretionary use within the applicable zone, and the application was advertised in accordance with the Town of Gander Development Regulations, with no objections received.

The Committee recommends, and I move,

Resolution: **26-233**
Moved By Councillor Lidstone
Seconded By Councillor Handcock
THAT the application from 96360 NL & Lab. Inc. (Deep Kleen) to operate a home office for a commercial cleaning business from 9 Wilcockson Crescent be approved as a discretionary use, subject to the Town of Gander Development Regulations and any conditions specified in the development permit.

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

Carried (7 to 0)

d. Home Based Business - 53 Forester Street

The Committee reviewed an application from *Happy Cardinal Candle Company* to operate a home-based scented candle business from 53 Forester Street. 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.

The Committee recommends, and I move,

Resolution: **26-234**
Moved By Councillor Lidstone
Seconded By Councillor Handcock
THAT the application from Happy Cardinal Candle Company to operate a home-based scented candle business from 53 Forester Street be approved as a discretionary use, subject to the Town of Gander Development Regulations and any conditions outlined in the permit.

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

Carried (7 to 0)

e. Home Based Business - 29A Melvill Place

The Committee reviewed an application from *Lisa's Sweet Bakes* to operate a home-based bakery, specializing in home baked cinnamon rolls, from 29A Melvill Place. 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.

The Committee recommends, and I move,

Resolution: **26-235**
Moved By Councillor Lidstone
Seconded By Councillor Handcock
THAT the application from Lisa's Sweet Bakes to operate a home-based bakery business from 29A Melvill Place be approved as a discretionary use, subject to the Town of Gander Development Regulations and any conditions outlined in the permit.

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

Carried (7 to 0)

f. HAF Application - 85-87 Elizabeth Drive

The Committee reviewed correspondence from a recipient of the Housing Accelerator Fund Program requesting release of the remaining funding allocation. The applicant acknowledged that not all program criteria had been met but requested consideration of the full allotment based on the overall intent of the program and the circumstances of the project.

The Committee discussed the established program requirements and the funding agreement, which provides for funding based on the achievement of specified criteria. Following discussion, the Committee determined that the established evaluation criteria should continue to be applied and does not recommend any additional disbursement beyond the funding for which the project has qualified.

g. Fence Request - 25 Ward Street

The Committee reviewed correspondence from the property owner developing 25 Ward Street requesting approval to extend a 2.0m high fence forward of the established front building line toward the front property boundary. The Committee discussed the request in relation to the Town's Fence Regulations, the established interpretation of fencing requirements for non-residential properties, and the rationale provided for the proposed fence location.

Following discussion, the Committee was not prepared to approve the proposed fence height forward of the established front building line and recommended that the request be denied.

h. Development Application - 340 Garrett Drive

The Committee reviewed an application to occupy the building located at 340 Garrett Drive for the purpose of operating accommodation/efficiency units. The property is zoned Commercial General, and Commercial Residential is a discretionary use within the zone under the Town of Gander Development Regulations. The application was advertised in accordance with the Regulations, and no objections were received during the prescribed notice period.

The Committee recommends, and I move,

Resolution: **26-236**
Moved By Councillor Lidstone

Seconded By Deputy Mayor Pollett
THAT Council approve the application to occupy the building located at 340 Garrett Drive for a Commercial Residential use, subject to the Town of Gander Development Regulations and any conditions specified in the development permit.

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

Carried (7 to 0)

i. Driveway Request - 33 Morgan Drive

The Committee reviewed an application from the property owner of 33 Morgan Drive requesting permission to install a secondary driveway. The Committee noted that the proposed driveway location would be directly adjacent to the neighbouring property and would not comply with the Town's Residential Landscaping Regulations.

The Committee further noted that the existing driveway may be widened to provide additional parking. Municipal staff were directed to work with the applicant to explore options that would address the property's parking needs while remaining in compliance with the applicable regulations.

j. Proposed Accessory Building By-Law - Second Reading

At the regularly scheduled meeting of Council held on September 2, 2026, Council considered the proposed new Accessory Building By-Law following first reading. The proposed amendments increase the maximum cumulative accessory building coverage permitted in residential zones from 8% to 10% of lot area, clarify that all roofed accessory structures are included in the coverage calculation regardless of construction material, increase the maximum permitted height from 5.5 m to 6.5 m, and exempt one roofed accessory structure measuring less than 10 m^2 per property from the coverage calculation.

The proposed by-law also establishes clearer provisions for the regulation of fabric shelters, portable garages, and tarped structures by defining such structures as accessory buildings where a roof is present. The intent of the amendments is to provide additional flexibility for homeowners while maintaining existing requirements related to setbacks, height, separation distances, drainage, safety, and permitting.

Following review of the proposed amendments and public feedback received, Council determined that the revised by-law appropriately balances the needs of property

owners with the Town's development standards and regulatory requirements.

The Committee recommends, and I move,

Resolution: **26-237**
Moved By Councillor Lidstone
Seconded By Deputy Mayor Pollett
THAT the Town of Gander Accessory Building By-Law be adopted as presented.

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

Carried (7 to 0)

k. Subdivision of Property - 39&41 Waterton Street

The Committee reviewed a development application seeking approval to subdivide the property located at Lot 285 Waterton Street. The proposed subdivision would create two separate legal properties, as illustrated on Wayne Hodder Surveys drawings No. 11005-26 and 11005-26B.

It was noted that the Department has reviewed the proposal and confirmed that the resulting lots will comply with the requirements of the Town of Gander Development Regulations and the Design Standards for Streets and Subdivisions.

The Committee recommends, and I move,

Resolution: **26-238**
Moved By Councillor Lidstone
Seconded By Councillor West
THAT Council approve the application to subdivide Lot 285 Waterton Street into two legal properties, subject to the submission and approval of final survey plans to the satisfaction of the Town of Gander and any conditions outlined in the development permit.

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

Carried (7 to 0)

7.3 Community Services

The Community Services Report was presented by Deputy Mayor Pollett.

a. Orange Tulip Garden Request

The Committee reviewed a request from the Kikmanaq Indigenous Revival Association to plant 94 orange tulips in the existing flower bed near the building and bench at Cobb's Pond in recognition of National Day for Truth and Reconciliation.

Committee members agreed the location is suitable and discussed the installation of signage recognizing the planting and partnership associated with the project. The Committee supported the request in principle and agreed that Rotary should be provided with a courtesy notification prior to proceeding.

Administration advised that discussions are ongoing with Indigenous partners regarding opportunities to establish a more permanent Indigenous presence at Cobb's Pond and will follow up on related correspondence raised during the discussion.

b. Festival of Flight Derby

Correspondence from Gander Boys and Girls Club regarding the structure and leadership of the annual Festival of Flight Demolition Derby was reviewed. The Committee discussed the future organization of the event following the departure of the recent organizer, including fundraising, insurance, safety requirements, and event administration. The Committee also discussed the Boys and Girls Club's historical role in the event and the importance of considering its fundraising interests in any future organizational model.

The Committee agreed to meet with representatives of the Boys and Girls Club to discuss its plans for the event and explore potential options for future organization. No decision was made regarding the future administration of the event.

c. Gander Curling Club

The Committee reviewed a request from the Gander Curling Club for assistance with ice plant start-up, end-of-season shutdown, and ongoing operational support. Discussion included the significant role volunteers play in operating the facility and supporting hosted events.

The Committee supported Administration working with the Curling Club to provide assistance with ice plant start-up and end-of-season shutdown and to further assess the condition and operational requirements of the ice plant. Administration will

explore opportunities to provide operational support for hosted events on a cost-recovery basis, where appropriate. The Committee noted that any broader or ongoing operational commitment would require further consideration.

d. 2027 Canadian Mixed Curling Championships Bid

The Committee was advised that the Town of Gander's bid to host the 2027 Canadian Mixed Curling Championships was unsuccessful. The department will follow up with the organizing body to request feedback on the bid and identify opportunities for future submissions.

e. Cobbs Pond Proposal

The Committee reviewed a proposed funding initiative for improvements to Cobb's Pond, including opportunities to leverage Town of Gander and Gander Rotary Club funding for a multi-phase project involving enhancements to park infrastructure and amenities.

The Committee discussed the development of a master plan to establish priorities and preliminary costing for future improvements and to support funding applications and partnership opportunities.

The Committee supported continued development of the proposal and master plan for further engagement with the Gander Rotary Club and other potential funding partners.

f. 25th Anniversary of 9/11

Council extended its sincere appreciation to all committee members, Town staff, volunteers and community partners for their time, dedication and hard work in organizing the events commemorating the 25th anniversary of September 11, 2001. Council noted that the events were very well attended and recognized the Commemoration Service as an exceptional and meaningful tribute.

g. Bonfire Night

The Committee received an update regarding Bonfire Night for 2026. The previous event sponsor will no longer be hosting Bonfire Night, and the Town is planning a revised family-friendly event at Cobb’s Pond Rotary Park featuring small firepits for attendees to enjoy. As a result of the new format, residents will not be required to drop off or donate wood for the event. The Committee noted that further details will be communicated to the public as plans are finalized and looks forward to welcoming residents for an enjoyable evening of family, friends, and community togetherness.

h. Upcoming Events

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

October 16: Home Routes presents Dave Penny and Daunt Lee at Union East Restaurant at 7 pm. In partnership with the Town of Gander and MNL's Tomorrow Tours.

October 16 - 17: 2A Female Soccer Provincials

October 18: Halloween Skate at 2 pm

October 21: Seniors Community Wellness Session

October 22 - 24: SSNL 2A Boys Provincial Soccer Tournament

October 23 - 25: Silver Jets Skating Club hosting the Agnes Thistle Figure Skating Competition

October 28: Gander Collegiate hosting the SSNL Co-Ed Softball Tournament

October 28 & 29: Haunted House taking place at 59 Elizabeth Drive. Tickets go on sale on Thursday, Oct 15th at 9 am and cost is $6 each.

October 30 - November 1: Central Icepak hosting the Female AAA U18 Tournament

November 5 - Bonfire Night at Cobb's Pond Rotary Park from 6 - 8 pm

For more information, please call 709-651-5927.

7.4 Corporate Services

The Corporate Services Report was presented by Councillor West.

a. 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 seven (27) residential property tax reductions have been approved to date, amounting to $21,670.50 in reductions.

The Committee recommends, and I move,

Resolution: **26-239**
Moved By Councillor West
Seconded By Councillor Abbott
THAT one (1) application for residential property tax reductions, totaling $292.29, 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)

b. Sale of Surplus Equipment

The Committee reviewed the results of Tender OC26-07 for the sale of one (1) used 2014 International 7400 Aquatech Sewer Jet. As one bid was received and it complied with the tender requirements, the Committee recommended that the tender be awarded to the bidder.

The Committee recommends, and I move,

Resolution: **26-240**
Moved By Councillor West
Seconded By Councillor Lidstone
THAT Tender OC26-07 for the sale of one (1) used 2014 International 7400 Aquatech Sewer Jet, plate # GMK 461, be awarded to H. Warham & Sons Ltd. in the amount of $91,250.52 plus HST.

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

Carried (7 to 0)

c. Infrastructure Upgrading 2026 Street Resurfacing

The Committee reviewed the tender results for street resurfacing upgrades to Penwell Avenue and Bennett Drive. Three bids were received. Following its review, the

Department of Planning and Public Works confirmed that the lowest bid, submitted by Exploits Valley Paving Ltd., met all tender terms, conditions, and specifications. The project is fully funded through the Canada Community-Building Fund and is projected to be $1,542.72 under budget.

Therefore, The Committee recommends, and I move,

Resolution: **26-241**
Moved By Councillor West
Seconded By Deputy Mayor Pollett
THAT Tender OC26-05, Infrastructure Upgrading 2026 Street Resurfacing, be awarded to Exploits Valley Paving Ltd. in the amount of $384,256.63, HST included.

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

Carried (7 to 0)

The Director of Planning and Public Works left Council Chambers at 5:04 pm

The Director of Planning and Public Works returned to Council Chambers at 5:09 pm

d. Quote for Asphalt Repairs

The Committee reviewed the quote summary for sectional asphalt repairs, covering larger areas that cannot be efficiently completed by municipal operations with the Town's existing fleet. The identified locations include, but are not limited to, shave-and-pave repairs on Cooper Boulevard, Memorial Drive, and Magee Road, totaling approximately 1,000 m².

Three submissions were received, and the Department of Planning and Public Works confirmed that the lowest quote met the required terms, conditions, and specifications.

Exploits Valley Paving Ltd. submitted the lowest compliant quotation. After the HST rebate, the net cost to the Town is $77,484.50, which is $22,515.50 below the approved budget.

Therefore, the Committee recommends, and I move,

Resolution: **26-242**

Moved By Councillor West
Seconded By Councillor Handcock
THAT the contract for sectional asphalt repairs be awarded to Exploits Valley Paving Ltd. in the amount of $85,445.00 (HST included).

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

Carried (7 to 0)

e. 2027 Budget Schedule

The Committee reviewed the proposed 2027 Budget Schedule outlining the key dates for Council's budget deliberations and public consultation. The schedule provides for a public consultation on October 28, 2026, pre-budget deliberations during November 16–18, 2026, with the 2027 Budget Speech and press release tentatively scheduled to be brought forward at the Regular Council Meeting on November 25, 2026.

The Committee recommends, and I move,

Resolution: **26-243**
Moved By Councillor West
Seconded By Councillor Abbott
THAT Council approve the 2027 Budget Schedule, 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. 2025 Audited Financial Statements

The Town's auditor, Doane Grant Thornton, presented the 2025 Audited Financial Statements to the Committee of the Whole for review. The statements reported an annual surplus of $3,808,715, with total revenue of $27,918,657 and total expenses of $24,109,942.

The auditor issued an unmodified opinion, concluding that the financial statements fairly present, in all material respects, the Town's financial position as of December 31, 2025, and its results of operations, changes in net debt, and cash flows for the year in accordance with Canadian public sector accounting standards. The results differ from the Town's annual financial budget primarily because of the accounting treatment of capital funding, capital expenditures, and amortization.

The Committee recommends, and I move,

Resolution: **26-244**
Moved By Councillor West
Seconded By Councillor Lidstone
THAT the Town of Gander's 2025 Audited Financial Statements 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)

g. 2025 Capital Loans

The Town's 2025 capital financing requirements are presented for consideration. The proposed financing includes $265,265 for the Town's share of 2025 Capital Borrowing, primarily related to the Sports Facility Enhancement Program, and $1,935,031 for its share of the 2025 Multi-Year Capital Works (MYCW) borrowing.

Following review of the quotations, Management recommends accepting Scotiabank and Bank of Montreal as the preferred bidders. The total borrowing requirement was approximately $100,000 below budget, primarily due to the Town's fiscal sustainability strategy of applying 50% of the annual operating surplus to capital borrowing costs, delay in financing, and capital projects not completed as planned.

The Committee recommends, and I move,

Resolution: **26-245**
Moved By Councillor West
Seconded By Deputy Mayor Pollett
THAT the Town of Gander approve the borrowing of $265,265 from the Bank of Montreal to finance the 2025 Capital Borrowing, amortized over 10 years, at a fixed

interest rate of 4.63% for a term of 10 years, subject to the approval of the Minister in accordance with Section 100 of the Towns and Local Service Districts Act.

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

Carried (7 to 0)

Resolution: **26-246**
Moved By Councillor West
Seconded By Deputy Mayor Pollett
THAT the Town of Gander approve the borrowing of $1,935,031 from Scotiabank to finance the Town's share of the Traffic Calming Program, Sullivan Avenue Improvements, and Pumphouse Upgrade, amortized over 20 years, at a fixed interest rate of 4.78% for a term of 10 years, subject to the approval of the Minister in accordance with Section 100 of the Towns and Local Service Districts Act.

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

Carried (7 to 0)

h. Request for Proposal for the Supply, Installation & Commissioning of Audio-Visual, Acoustic & Event Retrofit

The results of the request for proposals for the assessment, design, supply, installation, integration, and commissioning of audio-visual, acoustic, and event-experience upgrades at the Steele Community Centre are presented for consideration. The project is intended to enhance sound quality, speech intelligibility, acoustics, event production capabilities, and the overall experience for sporting, entertainment, and community events.

There was one proposal received and the Director of Community Services advised it met all terms, conditions and specifications. The project is funded by the Atlantic Canada Opportunities Agency (ACOA) and the Newfoundland and Labrador Department of Industry, Energy and Technology (IET), with the Town contributing $67,979 towards the project.

The Committee recommends, and I move

ACTION: *No action required.*

Resolution: **26-247**
Moved By Councillor West
Seconded By Councillor Lidstone
THAT Council award RFP26-09 for Audio-Visual, Acoustic & Event Experience Retrofit to Tucker Electronics Limited in the amount of $296,676.90 HST included.

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

Carried (7 to 0)

7.5 Public Safety and Protective Services

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

a. Targa NL

The Committee reviewed the 2026 Targa Newfoundland event and discussed challenges associated with the in-town stage, including safety requirements, volunteer resources, community disruption, and the demands placed on Town staff.

The Committee expressed concerns regarding the impact of hosting an in-town racing stage within residential areas and discussed whether the associated community benefits outweighed those impacts. It was noted that other Targa-related activities may still be considered independently of an in-town racing component.

The Committee recommends, and I move,

Resolution: **26-248**
Moved By Councillor Woodford
Seconded By Councillor Lidstone
THAT Council discontinue support for Targa Newfoundland racing stages within residential areas of the Town of Gander.

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

Carried (7 to 0)

b. Provincial funding letter

The Town of Gander's application for provincial funding to replace an aging pumper truck was unsuccessful. Staff have commenced preparations for a new funding application in 2027. The Committee discussed the condition of the vehicle, its operational importance, and the lead time associated with procurement.

c. Newfoundland and Labrador Association of Fire Services (NLAFS) Convention

Gander hosted hundreds firefighters from across the province on September 25th, 26th and 27th for a gathering of the Newfoundland and Labrador Association of Fire Services. The event included panel discussions and presentations on a wide range of topics related to firefighting and fire service operations in Newfoundland and Labrador. Not only was this a learning experience, but it also provided an opportunity for members to share experiences on a variety of topics, such as recruitment and retention, fundraising, training and discuss current issues with the overarching goal to strengthen connections within the provincial fire service community.

d. School Bus donation

Gander Fire Rescue reported receiving a generous donation of three school buses from the Newfoundland and Labrador English School District. The donated buses will provide additional opportunities for heavy rescue training and help prepare firefighters to respond to incidents involving heavy vehicles and machinery on area highways. Gander Fire Rescue expressed its appreciation to the School District for the donation and for supporting the continued development of the department’s training and emergency response capabilities.

e. Junior Firefighter Program

Gander Fire Rescue advised that members recently visited Gander Collegiate on Wednesday, September 23, to speak with students about the Junior Firefighter Program. The department hopes to accept at least 18 students into the program this year, with former participants returning in leadership roles to assist with its delivery. The program provides local youth with an opportunity to learn more about the fire service, develop leadership and teamwork skills, and become more engaged in their community, while also helping to build interest in future volunteer and emergency service roles.

f. PFAS free Bunker Gear

Committee discussed RFQ 26-06 for the supply of PFAS-free bunker gear. It was noted that Brogan Fire Safety, previously awarded the RFQ under Motion 26-183, was unable to provide documentation confirming that the proposed Lakeland bunker gear met the specification requirement of 100 PPM or less. Council therefore rescinded the award to Brogan Fire Safety and awarded RFQ 26-06 to the only other bidder, Safety Source.

The Committee recommends, and I move,

Resolution: **26-249**
Moved By Councillor Woodford
Seconded By Councillor Handcock
THAT Council rescind Resolution 26-183 which awarded RFQ 26-06 for PFAS-free bunker gear to Brogan Fire Safety, previously approved, due to their inability to provide documentation confirming that the proposed Lakeland bunker gear meets the required specification of 100 PPM or less.

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

Carried (7 to 0)

Resolution: **26-250**
Moved By Councillor Woodford
Seconded By Deputy Mayor Pollett
THAT Council award RFQ 26-06 for PFAS-free bunker gear to Safety Source Fire in the amount of $101,437.36 HST included.

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

Carried (7 to 0)

g. Public Safety Report

Gander Fire Rescue has responded to 42 calls for service since last council meeting. This is down slightly from 2025 when the department received 51 calls for service during the same reporting period.

The department also hosted and attended the NLAFS Conference on September 25th

26th and 27th. They held an open house on Oct 8th for Fire Prevention Week and The Junior Firefighter Program began on the same night. The department also attended The Red Shoe Walk for Ronald McDonald House on September 27th, as well as a FireSmart Session at Thomas Howe Demonstration Forest.

The department will also be hosting multiple inter-departmental training sessions. On October 16th 17th and 18th they are conducting a vehicle extrication weekend and Lewisporte Fire and Rescue will be attending. On Oct 31st, Bonavista Search and Rescue will be conducting a Line Search and GPS training in Gander for Gander, Gambo, Glenwood and Gander Bay fire departments. Gander Fire Rescue believes that working and learning together helps build strong relationships with neighboring departments and improves central Newfoundland's public safety.

7.6 Communications, Engagement and Strategy

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

a. Community Safety and Wellbeing Plan Engagement Update

The Committee received an update on the development of Gander's Community Safety and Wellbeing Plan, which aims to identify community safety concerns, understand challenges facing residents, and explore opportunities for local organizations to work together.

The Town has been working with Purposeful Group to gather input from residents and community organizations. Recognizing the value of continued community dialogue, the Town intends to expand its engagement efforts to provide additional opportunities for residents to share their concerns, experiences, and ideas.

The next phase will include establishing a Community Safety Planning Committee, facilitating four to six themed community discussions, hosting a Good Neighbour Day event and community organizations fireside chat, and providing additional opportunities for public feedback. The work will also include identifying an early action initiative, complete with an implementation outline, and developing the final plan.

The Committee emphasized the importance of ensuring the plan includes practical, achievable actions and clearly identifies the roles and responsibilities of participating organizations.

A draft plan is anticipated in December 2026, with the final Community Safety and Wellbeing Plan expected in January 2027.

b. Request for Community Support - New Hospital / Health Care Facility

The Committee reviewed a request for a letter of support for a petition advocating for a new hospital or health care facility to serve New-Wes-Valley and the surrounding region.

The Committee agreed that the Mayor would follow up to obtain additional information before further consideration of the request.

c. Fireworks Complaints Received by Contact Gander – Public Response

The Committee was advised that Contact Gander has received several complaints regarding fireworks being discharged during late-night and early-morning hours, raising concerns about noise, public safety and potential property damage.

Staff presented a proposed public communication outlining the Town's response, including Municipal By-Law Enforcement's review of reports and coordination with the RCMP. The communication encourages residents to report incidents promptly through Contact Gander and provide detailed information to assist with investigation and appropriate enforcement. It also advises residents to call 911 where there is an immediate threat to public safety and to avoid confronting those involved.

d. Draft Workshop Report - Shorefast Institute for Place-Based Economies

The Committee reviewed a draft report from a workshop held on August 27 with local businesses, community organizations and government partners. Facilitated by Shorefast, the workshop explored Gander's strengths and opportunities to support the local economy.

The Committee considered potential next steps, including forming a group of local partners to coordinate economic development efforts and seeking a proposal for further support from Shorefast.

e. Donation in Recognition of Gander's 9/11 Response

The Committee was advised that the Town of Gander received a donation of $10,000 USD from a family outside the community as a thank you for Gander's response to the events of September 11, 2001. Following conversion to Canadian dollars, the donation totalled $13,553.00.

The family expressed a wish for the funds to directly benefit the community, with a particular interest in supporting first responders.

The Committee discussed how the donation could best support the community and recommended that Council allocate $10,000 to the Central Northeast Health Foundation and the remaining $3,553 to the Salvation Army's Food for Thought program in Gander, which provides healthy school lunches to children experiencing food insecurity.

Council expressed its sincere appreciation to the family for their generosity and for continuing to recognize Gander's role in the events of September 11, 2001, 25 years later.

f. Provincial Advocacy Agenda 2026-2030

The Committee reviewed the Town of Gander's proposed Provincial Advocacy Agenda 2026–2030, developed as part of the Town's Strategic Plan commitment to establish a formal advocacy agenda approved by Council.

The agenda identifies the Town's priorities for working with the Government of Newfoundland and Labrador and provides a coordinated approach to advocating for Gander's needs and interests. It is intended to guide discussions with provincial Ministers, MHAs, government departments, agencies, and other partners.

The agenda identifies nine priorities organized into three areas: immediate advocacy, strategic growth, and long-term economic development. Key priorities include improvements to the Steele Community Centre, future planning for the Trans-Canada Highway, the Atlantic Wildfire Centre, regional air ambulance services, housing, health care, tourism, aviation and defence opportunities, and responsible development around Gander Lake.

The agenda will be reviewed annually and updated as priorities and community needs change. A separate Federal Advocacy Agenda will also be developed.

The Committee recommended that Council formally adopt the Provincial Advocacy Agenda 2026–2030 to guide the Town's advocacy efforts.

The Committee recommends, and I move,

Resolution: **26-251**
Moved By Councillor Abbott
Seconded By Councillor Handcock
THAT Council adopt the Town of Gander's Provincial Advocacy Agenda 2026–2030 as presented.

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

Carried (7 to 0)

g. Budget 2027 Engagement Plan

The Committee reviewed proposed public engagement activities to provide residents, businesses, and community organizations with opportunities to share their priorities ahead of the Town's 2027 budget deliberations.

Planned activities include a public budget survey, an awareness campaign, a budget open house at Town Hall, and consultations with community organizations and stakeholders. Efforts will be made to encourage participation through both online and in-person opportunities, including paper surveys and outreach to seniors and community groups.

The proposed open house will offer an informal setting where residents can learn about the budget process, ask questions, and speak directly with Council.

Feedback gathered through these activities will be compiled into a *What We Heard* report and presented to Council to help inform budget discussions and decisions.

Further details, including engagement dates and opportunities for participation, will be announced in the coming days.

h. Council Engagement Report

Reporting Period: September 2, 2026 to October 14, 2026

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

- Participation in activities associated with the Town of Gander's 25th Anniversary Commemoration of September 11.

- Participation in the 78th Charter Night hosted by the Gander Lions Club.
- Participation in the Ronald McDonald House NL Red Shoe Crew Walk for Families.
- Participation in a Community BBQ hosted by the Thomas Howe Demonstration Forest and Atlantic Living Labs.
- Participation in the Kikmanaq Cultural Revival Association and Crossroads Family Resource Centre Tulip Planting Event.
- Participation in the Joe and Clarice Goodyear Business Awards Showcase.
- Participation in the Trans-Canada Highway Engagement Workshop.
- Participation in a proclamation signing recognizing National Breastfeeding Week.
- Participation in a virtual interview with students from Mr. Johnson's World.

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

- Bringing greetings at the First Responders Appreciation Dinner hosted by TOYL Evangel Community Church.
- Participation in a meeting with MHA Bettina Ford and Party Leader John Hogan.

8. NEW BUSINESS

8.1 Joseph R. Smallwood Arts & Culture Centre – Digital Sign Payment Plan

Management of the Joseph R. Smallwood Arts & Culture Centre requested approval of a five-year payment plan to reimburse the Town for one-half of the cost of the digital sign at 153 Airport Boulevard.

I move,

Resolution: **26-252**
Moved By Deputy Mayor Pollett

Seconded By Councillor Handcock
THAT Council approve the request from the Joseph R. Smallwood Arts & Culture Centre for an interest-free five-year payment plan to reimburse the Town $18,244.65, representing one-half of the cost of the digital sign at 153 Airport Boulevard, payable in five annual installments of $3,648.93, with the first payment due November 30, 2026, and annually thereafter until paid in full.

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

Carried (7 to 0)

9. ADJOURNMENT

Mayor Farwell requested a motion for adjournment.

Resolution: **26-253**
Moved By Councillor Woodford
Seconded By Deputy Mayor Pollett
THAT the meeting be adjourned at 6:01 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

PROCLAMATION

WHEREAS: *Newfoundland and Labrador Foster Families provide a safe and nurturing environment for the children/youth in their homes,*

WHEREAS: *The Town of Gander recognizes the important role of Foster Families in the Child Protection system in our province and the role of the Newfoundland and Labrador Foster Families Association,*

WHEREAS: *Foster Families are celebrated as valued members of their communities for their contribution to the well being of our province and our country.*

NOW *therefore I,* ***Percy Farwell, Mayor of the Town of Gander, Newfoundland and Labrador.***

do hereby proclaim October

FOSTER FAMILIES MONTH

Dated at Gander, Newfoundland and Labrador this ___ day of October, 2026

_____

Percy Farwell
Mayor Town of Gander, NL

The Royal Canadian Legion
Gander Branch 10-008
193 Elizabeth Drive
Gander, NL A1V 2J3
Phone: 1-709-256-3867
Email: 10-008@Legion.ca

PROCLAMATION

National Legion Week
September 20 – 26, 2026

WHEREAS The Royal Canadian Legion is Canada's largest veteran support and community service organization, with a rich history of serving veterans, military members, RCMP personnel, their families; and the community.

WHEREAS the Royal Canadian Legion, Branch 8 in Gander has proudly served as a vital community pillar for over 75 years, fostering remembrance, supporting local youth education programs, and directly enriching our town.

WHEREAS the Gander Legion exemplifies the spirit of Canadian hospitality and emergency aid, famously demonstrated when it became a temporary home and sanctuary for hundreds of displaced transatlantic airline passengers during the historic crisis of September 11, 2001.

WHEREAS National Legion Week offers a dedicated opportunity to educate the public about the historic and ongoing contributions of the Legion, while inviting community members to visit Branch 8 on Elizabeth Drive to learn about their vital volunteer work and membership opportunities.

WHEREAS the residents of Gander hold deep, enduring appreciation for the bravery, selflessness, and legacy of our veterans, active military personnel, and the dedicated volunteers who support them.

NOW THEREFORE, I, **Percy Farwell**, Mayor of the Town of Gander, do hereby proclaim **September 20 to September 26, 2026**, as **"Legion Week"** in the **Town of Gander**, and I encourage all citizens to visit our local Legion branch, participate in scheduled events, and honor those who served our country.
Given under my hand and the Seal of the Municipality this _____ day of _____, 2026.

Percy Farwell
Mayor, Town of Gander



Proclamation

National Dental Care Day
October 10, 2026

WHEREAS oral health is an essential component of overall health and well-being, and access to preventive dental care and oral health education contributes to healthier individuals, families, and communities;

AND WHEREAS National Dental Care Day is a Canadian public awareness initiative dedicated to promoting oral health education, preventive care, and equitable access to oral healthcare services, particularly for underserved and vulnerable populations;

AND WHEREAS this initiative recognizes the valuable contributions of dentists, dental hygienists, dental assistants, educators, volunteers, and community organizations that work to improve oral healthcare outcomes and support healthier communities;

AND WHEREAS increasing awareness about preventive dental care, oral hygiene, and early intervention can help improve long-term health outcomes, reduce barriers to care, and strengthen public health and community wellness initiatives;

NOW THEREFORE, I, Mayor _____, on behalf of _____ Council, do hereby proclaim October 10, 2026 as "National Dental Care Day" in the _____ of _____ and encourage residents to recognize the importance of oral health and support initiatives that promote accessible dental care, preventive education, and community wellness.

PROCLAMATION

Wrongful Conviction Day

October 2, 2026

Whereas the loss of one's freedom due to a wrongful conviction has far-reaching and devastating consequences which not only affects the innocent individual's life but also affects the quality of life of their families and has a harmful effect on society as a whole; and

Whereas wrongful convictions question the integrity and fairness of the criminal justice system and unless corrected undermines society's trust in their criminal justice system; and

Whereas Wrongful Conviction Day is a global movement dedicated to advocating for innocent individuals who have been wrongly convicted of a crime they did not commit. The implementation and recognition of this day is the start to reaching a broader audience regarding the importance surrounding miscarriages of justice. A proclamation will assist to advocate, educate, and create awareness around those miscarriages of justice in hope for reform to minimize the effect it could have on another individual.

Therefore I, Percy Farwell, Mayor of the Town of Gander, do hereby proclaim October 2, 2026, as:

"WRONGFUL CONVICTION DAY"
in the Town of Gander

_____

Percy Farwell, Mayor

TakeCharge

BROUGHT TO YOU BY

newfoundland labrador hydro | NEWFOUNDLAND POWER A FORTIS COMPANY

PROCLAMATION

ENERGY EFFICIENCY MONTH

October 1 - 31, 2026

Whereas: TakeCharge is a joint initiative between Newfoundland Power and Newfoundland and Labrador Hydro aimed at creating energy efficiency awareness and delivering programs that promote electricity savings to the residents of this province, *and*

Whereas: Energy efficiency is important for the people of our province, as it helps reduce the demand on the electricity system and the impact on the environment, while helping homeowners and businesses save energy and money, *and*

Whereas: Taking place October 1st – 31st , Energy Efficiency Month is focused on providing residents and businesses in Newfoundland and Labrador with the information they need to save energy! With over 17 years of providing expert advice and rebates, the TakeCharge team is excited to share energy-saving tips all month long! From draft-proofing windows to installing LED bulbs – saving energy is easier than you may think.

Visit TakeChargeNL.ca/EnergyEfficiencyMonth to see what's happening throughout the week from events, to special discounts at various local retailers, and there's also a chance to win Govee LED Outdoor Lights.

Therefore: I, Percy Farwell, Mayor of Gander, Newfoundland and Labrador, do hereby proclaim October 1st – 31st, 2026 as Energy Efficiency Month.

DATED IN Gander, Newfoundland and Labrador on THE 14th of October, 2026.

_____ _____

WITNESS

MAYOR
Gander, Newfoundland and Labrador

TOWN OF GANDER
REGULAR MEETING OF COUNCIL
Wednesday, September 02, 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:
Alexa Oldford, Town Clerk, Chief Administrative Officer (Acting)
James Blackwood, Director of Planning and Public Works
Kelly Hiscock, Director of Corporate Services
Jerry Knee, Director of Community Services
Dave Shea, Fire Chief
Kayla White, Manager of Communications, Branding and Partnerships

Regrets:

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1. CALL TO ORDER

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

2. LAND ACKNOWLEDGEMENT

Deputy Mayor Pollett 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 Proclamation - Arthritis Awareness Month

Deputy Mayor Pollett proclaimed September as Arthritis Awareness Month in Gander.

3.2 Junior Firefighter Scholarship

Each year, Council awards the Eithne Daly Junior Firefighter Scholarship to a member of Gander Fire Rescue's Junior Firefighter Program in recognition of their commitment and participation.

The scholarship is awarded based on attendance, dedication to the program, and a written essay outlining the lessons learned through the junior firefighter experience.

Council is pleased to recognize Abigail Fisher as the 2026 recipient of the Eithne Daly Junior Firefighter Scholarship and welcomes her to receive the award.

On behalf of the Town of Gander Council and staff, congratulations to Abigail on this well-deserved recognition, and best wishes in her future endeavours.

4. APPROVAL OF AGENDA

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

Resolution: **26-219**
Moved By Councillor Woodford
Seconded By Councillor Handcock
THAT the agenda for the September 2, 2026 Regular Meeting of Council be approved, as presented.

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

Carried (6 to 0)

5. APPROVAL OF PREVIOUS MINUTES

5.1 August 12, 2026 - Regular Meeting of Council

Minutes from the August 12, 2026 Regular Meeting of Council were presented for approval.

Resolution: **26-220**
Moved By Councillor Woodford
Seconded By Councillor Handcock
THAT the minutes from the August 12, 2026 Regular Meeting of Council be approved, as attached.

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

Carried (6 to 0)

6. BUSINESS ARISING FROM PREVIOUS MINUTES

7. STANDING COUNCIL BUSINESS

7.1 Governance and Legislative Services

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

a. Residential Backland Retention Policy

The committee reviewed the draft Residential Backland Retention Policy and discussed the treatment of residential backland as municipal green space and a public asset. Discussion included the use and clearing of backland, encroachments on Town-owned land, the role of compliance letters in identifying non-compliant development, and the importance of preserving the Town's ability to address future encroachments without committing to the sale of the affected land. Council also discussed the use of the terms "backland" and "green space" within the policy.

The draft policy will be finalized and brought back at an upcoming committee meeting for first reading.

b. ATIPPA Statutory Review

Council reviewed a draft submission prepared in response to the statutory review of

the Access to Information and Protection of Privacy Act, 2015 (ATIPPA). Council discussed the importance of maintaining the public's right of access to information while also recognizing the administrative and resource challenges the legislation can create for municipalities, particularly where requests are extensive or repetitive. Council expressed support for the submission and for advocating measures that provide an appropriate balance between transparency, accountability, and the operational capacity of municipalities.

c. MNL Resolutions

Municipalities Newfoundland and Labrador (MNL) is now accepting resolutions from municipal councils for consideration at their Annual General Meeting. These resolutions provide municipalities with an opportunity to bring forward issues of regional or provincial importance for consideration by MNL's membership and future advocacy efforts.

Council reviewed a number of potential resolutions and agreed to move forward with four submissions.

The first relates to municipal access to Crown land. Council discussed the challenges municipalities can face when trying to access Crown land for municipal purposes and felt that continued advocacy is needed to improve the process.

A second resolution relates to municipal enforcement authority under the Highway Traffic Act. Council discussed the need for greater clarity around the authority required for municipal enforcement officers to issue tickets and felt this was an important issue to bring forward through MNL.

Council also agreed to submit a resolution concerning delays in the development appeal process. It was noted that once an appeal is filed, development can be delayed for an extended period while awaiting a decision, creating challenges for municipalities, developers and affected property owners.

The final resolution relates to cellular coverage throughout the province. Council discussed the continued lack of reliable cellular service in many areas, including along major highways, and felt that improved coverage remains an important public safety and connectivity issue for residents and travellers.

7.2 Planning and Public Works

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

a. Development Application - 271 Magee Road

Council was advised that the development application for 271 Magee Road, which proposed the use of the property for transitional housing, has been formally withdrawn by the applicant.

As the application has been withdrawn, no further consideration or action by Council is required at this time.

b. Public Works Departmental Report

Between July 28 and August 17, 2026, Public Works crews continued seasonal maintenance and service activities throughout the community.

During the reporting period, crews completed 38 pothole repair deployments, addressing roadway defects on municipal streets and helping to maintain safe driving conditions.

The Water and Sewer Division responded to 46 service calls and completed one main line repair on municipal water and sewer infrastructure, supporting the continued reliability of essential services for residents and businesses.

c. Planning Departmental Report

The Committee reviewed the Planning Department Report for the period of July 28 to August 19, 2026. The report provided a summary of development applications received, permits issued, zoning compliance letters processed, and construction activity during the reporting period.

During this time, 28 development applications were received, 33 building permits were issued, and one occupancy permit was issued.

d. Town of Gander Wastewater Effluent Quality Report

The Committee reviewed a summary of the Town of Gander's Wastewater Effluent Quality Report for the second quarter of 2026. The report outlined the Town's wastewater effluent quality in relation to the requirements of the Wastewater Systems Effluent Regulations. Results for all monitored parameters were within the applicable regulatory guidelines.

Composite samples are collected by Wastewater Treatment Plant operators on a bi-weekly basis and submitted to an accredited laboratory for analysis.

e. Town of Gander Tap Water Quality Report

The Committee reviewed a summary of the Town of Gander's most recent Tap Water Quality Report for Fall 2025. The report outlined the Town's drinking water quality in relation to the Guidelines for Canadian Drinking Water Quality.

The Town's Water Quality Index received a rating of Excellent, indicating a virtual absence of impairment and water quality conditions that are very close to pristine levels. An Excellent rating is achieved when all measured parameters meet the recommended guidelines virtually all of the time.

Water quality testing is conducted and reported by the Provincial Government. Results are available through the Government of Newfoundland and Labrador's Environment and Climate Change – Water Resources Management webpage https://maps.gov.nl.ca/water.

f. Home Based Business - 16 Tully Place

The Committee reviewed an application from *Flour and Butter* to operate a home bakery from 16 Tully Place, preparing gourmet cookies and treats. 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.

The Committee recommends, and I move,

Resolution: **26-221**
Moved By Councillor Woodford
Seconded By Councillor Handcock
THAT the application from Flour and Butter to operate a home bakery from 16 Tully Place be approved as a discretionary use, subject to the Town of Gander Development Regulations and any conditions outlined in the permit.

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

Carried (6 to 0)

g. Home Based Business - 26 Medcalf Street

The Committee reviewed an application from *Shine on Wheels Car Detailing & Mobile*

Services to operate a home office for a mobile car detailing, lawn care, and snow removal service from 26 Medcalf Street. 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.

The Committee recommends, and I move,

Resolution: **26-222**
Moved By Councillor Woodford
Seconded By Councillor Lidstone
THAT the application from Shine on Wheels Car Detailing & Mobile Services to operate a home office from 26 Medcalf Street be approved as a discretionary use, subject to the Town of Gander Development Regulations and any conditions outlined in the permit.

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

Carried (6 to 0)

h. 14 Quimby Place - As-Built Driveway

The Committee reviewed a complaint regarding the location of a residential driveway and its compliance with the Town's Development Regulations. Staff reviewed the available information and identified an apparent minor deviation from the applicable driveway setback requirement.

After considering the circumstances, the Committee determined that it was not prepared to pursue enforcement action at this time. The matter will be noted on the property file and monitored by Town staff.

i. Proposed Amendment to Accessory Building By-Law

The Committee discussed proposed amendments to the Town's Accessory Building By-Law. The proposed amendments would increase the maximum cumulative accessory building coverage permitted in residential zones from 8% to 10% of lot area, clarify that all roofed accessory structures are included in the coverage calculation regardless of construction material, increase the maximum allowable height from 5.5 m to 6.5 M and permit one roofed accessory structure measuring less than 10 m^2 per property to be exempt from the coverage calculation.

The amendments would also establish clearer provisions for the regulation of fabric shelters, portable garages, and tarped structures by defining such structures as accessory buildings where a roof is present. The intent of the proposed changes is to provide additional flexibility for homeowners while maintaining existing requirements related to setbacks, height, separation distances, drainage, safety, and permitting.

The proposed revisions to the Town of Gander's Accessory Building By-Law are being presented for first reading and consideration.

The committee recommends, and I move,

Resolution: **26-223**
Moved By Councillor Woodford
Seconded By Councillor Abbott
THAT Council approve first reading of the proposed amendments to the Town of Gander's Accessory Building By-Law, as presented.

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

Carried (6 to 0)

j. Household Hazardous Waste Day

Central Newfoundland Waste Management will host the 2026 Household Hazardous Waste Day on Saturday, September 19, 2026, in the Steele Community Centre parking lot from 8:30 a.m. to 3:30 p.m.

7.3 Community Services

The Community Services Report was presented by Councillor West.

a. 25th Anniversary of 9/11 Events

The Town of Gander will mark the 25th Anniversary of September 11, 2001, with two special commemorative events: *Untold Stories* and the *25th Anniversary Commemoration Service*. The events will honour the lives lost, first responders, military personnel, and the extraordinary compassion demonstrated by the people of Gander and surrounding communities during Operation Yellow Ribbon.

The anniversary provides an opportunity to remember those who lost their lives, recognize the lasting impact of September 11, and reflect on the enduring connections and friendships formed between local residents and the passengers and crew who were welcomed here during a time of unprecedented global tragedy.

Council received an update on preparations for the anniversary events and was advised that a number of additional commemorative events will also be hosted in Gander and neighbouring communities to recognize the lasting legacy of September 11.

Residents and visitors are encouraged to take part in the commemorative events. A complete listing of events is available on the Town of Gander's social media and website at www.gander.ca.

b. Targa Newfoundland 2026

The Targa Newfoundland race is scheduled to take place in Gander on September 15th, featuring two legs through the community. The Newfoundland Atlantic Aviation Museum Heritage Run Leg is scheduled for 9:00 a.m., followed by the Come From Away Leg at 4:00 p.m.

Events will begin on September 14th with a Car Show and Meet & Greet at the Hickman Chevrolet Buick GMC Gander parking lot, beginning at 7:00 p.m.

Council was advised that organizers are working to complete the required event preparations, including volunteer requirements, in advance of the race. Residents are encouraged to follow the Targa Newfoundland Facebook page for additional event information and updates.

c. Municipal Facility Sponsorship and Signage Policy

Council reviewed the Municipal Facility Sponsorship and Signage Policy, which had previously been developed under the working title of the Revenue Sharing Policy. Following earlier feedback from Council, the policy was revised to better reflect its purpose, including a change to the policy name and other minor amendments.

The policy provides a framework for sponsorship and signage opportunities within municipal facilities and may be further refined over time as it is implemented and reviewed.

The Municipal Facility Sponsorship and Signage Policy was presented for second reading and adoption.

The Committee recommends, and I move,

Resolution: **26-224**
Moved By Councillor West
Seconded By Councillor Lidstone
THAT Council approve the second reading and adoption of the Municipal Facility Sponsorship and Signage Policy.

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

Carried (6 to 0)

d. Public Skating Sessions

Council discussed public skating sessions for the upcoming ice season. Funding received through the Year of Sport initiative supported free public skating during the 2025–2026 season, and Council expressed support for continuing to keep general and family skating sessions accessible at no cost.

Council noted that offering free public skating helps reduce barriers to participation and supports healthy, active living in the community. It was also discussed that voluntary charitable donations could be incorporated into some sessions, providing residents with an opportunity to support local organizations while taking part in free skating.

e. Upcoming Events

The following events will take place in the coming weeks:

September 3: Central Icepak U18 AAA Game, 12 pm at the Steele Community Centre

September 4 – 6: Gander Revolution hosting the Fall Frenzy Soccer Tournament

Sept 10 – 11: 25th Anniversary of 911 Events

Sept 10 – 12: Gander Men's Softball League End of Year Tournament

Sept 11 – 13: Ladies Softball League End of Year Tournament

Sept 14: Targa NL Car Show & Meet and Greet. Taking place at the Hickman Chevrolet Buick GMC Gander Parking Lot at 7 pm.

Sept 15: Targa NL Race: NAAM Heritage Run Leg is at 9 am and the Come From Away Leg is 4 pm.

Sept 18 – 20: Gander Minor Softball hosting the Aurora Keats Memorial Tournament

Sept 26: Annual Fall Fair at Cobb's Pond Rotary Park

For more information, please contact the Community Services Department at 709-651-5927.

Mayor Farwell joined the Regular Council meeting at 4:27 pm.

7.4 Corporate Services

The Corporate Services Report was presented by Deputy Mayor Pollett.

a. 2026 Mid-Year Financial Report

The financial information presented is unaudited and represents management's estimates and projections as of June 30, 2026. Based on the six-month operating results and projected year-end activity, total revenues are estimated at $24,335,047 and total expenditures are estimated at $24,253,475, resulting in a projected year-end surplus of approximately $81,572.

Overall, the Town's financial position remains stable and in line with budget expectations.

On the operating side, several areas experienced cost overruns during the first half of the year. Winter operations exceeded budget by approximately $200,000, primarily due to higher diesel and salt costs. In addition, the annual community cleanup costs were approximately $80,000 above budget. These pressures were partially offset through wage savings realized to date as well as additional taxation revenue of approximately $74,000.

While these figures remain projections and may be impacted by unforeseen costs or operational requirements in the second half of the year, management continues to monitor spending closely.

The Town's 2026 capital program, including grant-funded projects, has a total value of approximately $10.06 million. Based on current forecasts, the overall capital program is expected to finish approximately $303,350 under budget.

This favourable variance is largely due to funding and cost-sharing arrangements associated with the Pumphouse Upgrade Design Project, which offset cost overruns related to the Water Treatment Plant Compressor Rebuild Project.

The Capital Out of Revenue program is projected to exceed budget by approximately $34,687. This variance is primarily attributable to higher-than-budgeted costs associated with the Soccer Field Scoreboard Project and the Skateboard Park Upgrade Project. Management continues to actively monitor all capital projects to ensure expenditures remain within approved funding allocations and project scopes.

Tax collections remain strong and consistent with historical performance. As of June 30, property and water tax collections were 75.09%, while business tax collections were 78.01%. Total outstanding receivables, including current and prior year taxes as well as miscellaneous accounts, totaled approximately $6.02 million.

In summary, despite cost pressures in certain operating and capital areas, the Town remains in a positive financial position. Current projections indicate that the municipality is on track to achieve a modest operating surplus while maintaining a capital program that is expected to remain within overall approved funding levels.

Management will continue to monitor revenues, expenditures and project activity throughout the remainder of the year and will report any significant changes to Council as they arise.

7.5 Public Safety and Protective Services

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

a. August Statistics

The Committee reviewed the August Public Safety statistics. At the time of reporting, the Fire Department had responded to 28 calls during the month, including 11 motor vehicle collisions. Given the number of traffic-related incidents, motorists are reminded to exercise caution while travelling throughout the community and on surrounding roadways.

Municipal Enforcement Officers recorded 52 resident interactions/incidents and 38 citations and traffic stops during the reporting period.

b. Portable water tank and pump

The Committee received an update regarding the portable water tank and pump donated to the Town of Gander by GlobalMedic. Country Inn has agreed to house and use the equipment as an additional resource to assist with incipient-stage fires at the campground.

Gander Fire Rescue will retain ownership of the portable unit and may recall the equipment for municipal use if required. The arrangement is intended to provide an added level of preparedness and peace of mind for campers and property owners.

c. Events

Gander Fire Rescue continued to support a number of community events and outreach activities throughout August and into September. Members participated in family and community events, provided first aid support, and visited local childcare centres as part of the department's ongoing public education and community engagement efforts.

August 15th - Attended and served BBQ for Association For New Canadians' Family Day at Cobbs Pond.

August 27th - Daycare visit at NewFunLand on Roe Ave.

August 28th - Helped with First Aid at the Newfoundland Regiment Game in the Steele Community Centre

September 10th - Daycare visit in at-home center.

7.6 Communications, Engagement and Strategy

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

a. Online Store Launch

The Committee discussed the development of the Town's new online store, which will provide residents and visitors with a centralized platform to purchase Town-branded merchandise and heritage-themed items. The initiative is intended to support the Town's branding, tourism and community promotion efforts while improving access to merchandise.

The Committee was advised that the initial product offering will include a range of

apparel, drinkware, accessories and other branded items, along with heritage-themed merchandise. The online store is scheduled to launch Thursday, September 3rd at 10 a.m., with a public announcement to be issued in conjunction with the launch.

b. Media Relations Report

The Media Relations Report was presented for information and provided an overview of media engagement undertaken from August 3–24, 2026. During the reporting period, the Mayor participated in 15 media interviews and engagement opportunities related to the 25th Anniversary of September 11, community safety and well-being, housing and development, tourism promotion, and community growth.

The Committee was advised of significant local, national, and international media interest surrounding the upcoming 25th Anniversary commemorations. The report also highlighted the development of a comprehensive media accreditation and registration process and ongoing coordination of media access, interview requests, broadcast requirements and technical logistics.

The Committee expressed satisfaction with the report and noted the significant level of media engagement taking place in advance of the September commemorations.

c. Council Engagement Report

Reporting Period: July 15, 2026 to September 2, 2026

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

- Participation in Tim Hortons Camp Day activities.
- Participation in the Grand Opening of Mega Bazaar.
- Participation in Festival of Flight activities
- Bringing greetings at the Commander Gander Races event hosted by the YQX Running Club.
- Bringing greetings for the arrival of The Rolling Barrage 10th Annual Ride.

- Bringing greetings at the Special Olympics Send-off.
- Attendance at the Community Safety and Well-Being Plan public engagement session.
- Participation in the Shaping Gander's Next Chapter Workshop hosted by the Shorefast Institute for Place-Based Economies.
- Participation in the 9/11 Heritage Minute Launch Event.

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

- Participation in a meeting and community tour with the Honourable Gary Anandasangaree, Minister of Public Safety, and former Mayor Claude Elliott.
- Participation in a meeting with the Honourable Barry Petten regarding changes to Municipal Capital Works programming.
- Participation in discussions with representatives of Steele Hotels.
- Participation in the TRIO Board of Directors Meeting.
- Participation in a meeting of the Central Regional Services Board (CRSB).

8. ADMINISTRATION

9. CORRESPONDENCE

10. NEW BUSINESS

The New Business Report was presented by Deputy Mayor Pollett.

10.1 Capital Loan Renewal

The Town's 2015 capital loan with the Royal Bank is now due for renewal. The original financing was approved with a 10-year term at an interest rate of 2.58%, amortized over 15 years.

Royal Bank has provided the following renewal options:

1. 2-year term at 3.72%, amortized over five years;

2. 3-year term at 3.91%, amortized over five years; and

3. 5-year term at 3.99%, amortized over five years.

Administration advised that, given the current uncertainty surrounding future interest rates, the 5-year term provides the greatest stability and predictability for budgeting purposes.

The current monthly payment is $25,967.13. Under the recommended option, the monthly payment is estimated at $26,899.55, representing an increase of $932.42 per month. Administration noted that projected savings within the 2026 debt servicing budget are expected to offset the increase through December 31, 2026.

I move,

Resolution: **26-225**
Moved By Deputy Mayor Pollett
Seconded By Councillor Woodford
THAT that the Town of Gander renew its 2015 Capital Loan with the Royal Bank in the amount of $1,460,868.64, to be repaid over a five-year amortization period at a five-year term rate of 3.99%.

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

Carried (7 to 0)

11. ADJOURNMENT

Mayor Farwell requested a motion for adjournment.

Moved By Councillor Woodford
Seconded By Deputy Mayor Pollett
THAT the September 2, 2026 Regular Meeting of Council be adjourned at 4:48 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
POLICY

Policy Title: Residential Greenspace Retention Policy	**Classification:** ☒ Formal Policy of Council ☐ Operational Procedures ☐ Service Standard
Implementation Date:	
Review Date: December 31, 2029	**Public Impact:** ☒ Yes ☐ No
Issuing Department: Governance	**Signature of Approval:** _____ **Date:** _____

Objective

To establish a consistent and transparent approach to the stewardship and retention of Town-owned residential greenspace. Residential greenspace is a Town-owned public asset that is to remain in Town ownership for current and future municipal, environmental, recreational, infrastructure, neighbourhood and planning purposes and is not available for private purchase or inclusion in the Town's Residential Land Bank.

Purpose and Application

This policy establishes the Town's approach to the retention and management of Town-owned residential greenspace. Residential greenspace will remain in Town ownership and will not be sold for private residential purposes. Individual requests to purchase residential greenspace will not result in a parcel-specific review, surplus-land assessment, placement in the Residential Land Bank or consideration by Council. This policy applies to requests to purchase, lease, licence, exchange or otherwise obtain a private interest in residential greenspace.

Accommodation

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

Responsibilities

Authority: Council will be responsible for policy approval.

Accountable: 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.

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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

Adjacent Owner – The registered owner of property that shares a boundary with, or is immediately next to, Town-owned land.

Community-Wide Land Review - A Town-initiated review of municipal land holdings as part of a land inventory, Municipal Plan review, infrastructure plan, recreation plan, asset-management process or other Town planning process.

Disposal – A sale, lease, licence, exchange, conveyance, easement, transfer or other arrangement that gives a private person an ownership interest, right of use or other private interest in Town-owned land.

Public Interest - The interests of the Town and community as a whole, including planning, housing, recreation, environmental, infrastructure, financial, neighbourhood and operational considerations.

Residential Greenspace - Town-owned land located within or adjoining residential neighbourhoods, including land located behind, between or next to residential properties, that provides or may provide a public function, including urban forest, vegetation, natural buffers, open space, drainage, stormwater management, habitat, recreation, trail connections, separation between properties or land uses, neighbourhood character, infrastructure, access or future municipal use, whether or not the land is developed as a formal park.

Residential Land Bank – The Council-approved inventory of Town-owned residential land that Council has identified as available for potential sale or development, subject to applicable legislation, planning requirements, Town policy and any conditions established by Council. Residential greenspace governed by this policy is not eligible for inclusion in the Residential Land Bank.

Surplus Land - Town-owned land that Council has determined is not required for current or foreseeable municipal purposes and may be disposed of in the public interest.

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.

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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 General Policy

1.1 Residential greenspace will remain in Town ownership.

1.2 Residential greenspace will not be sold for private residential purposes.

1.3 Residential greenspace is not eligible for inclusion in the Residential Land Bank.

1.4 An individual request from an adjacent or nearby property owner to purchase residential greenspace will not result in the land being reviewed for sale, declared surplus for sale, added to the Residential Land Bank or presented to Council for consideration of a sale.

1.5 The following circumstances do not make residential greenspace available for sale:

1.5.1 the land is undeveloped;

1.5.2 the land is not being used as a formal park or trail;

1.5.3 the land has no street frontage;

1.5.4 the land is difficult to access;

1.5.5 an adjacent owner maintains or occupies the land;

1.5.6 an adjacent owner wishes to enlarge a yard;

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1.5.7 an adjacent owner wishes to construct an accessory building, fence, pool or other private improvement;

1.5.8 the land has limited value to another purchaser;

1.5.9 there is no immediate municipal project planned for the land; or

1.5.10 similar Town-owned land was sold, leased or otherwise disposed of in the past.

1.6 Past sale or disposal of residential greenspace does not establish a precedent, entitlement or expectation that similar land will be sold.

1.7 Residential greenspace may have present or future value for open space, urban forest, recreation, trails, buffers, drainage, stormwater management, utilities, infrastructure, access, neighbourhood design, environmental protection or future municipal planning even where no formal municipal use currently exists.

1.8 The occupation, maintenance, landscaping or use of Town-owned residential greenspace does not create ownership rights, a right to purchase, priority to purchase or permission for continued use.

2.0 Residential Land Bank

2.1 The Town may establish and maintain a Residential Land Bank for Town-owned residential land that Council is prepared to make available for potential sale or development.

2.2 The purpose of the Residential Land Bank is to provide a clear inventory of residential land that has been approved by Council as potentially available for sale and to provide certainty to Administration, residents and prospective developers.

2.3 Residential greenspace governed by this policy will not be included in the Residential Land Bank.

2.4 The Residential Land Bank may include other Town-owned residential land such as street-facing building lots, infill parcels or land identified for housing or another municipal development objective.

2.5 Land may only be added to the Residential Land Bank following appropriate municipal review and approval by Council.

2.6 Consideration of land for the Residential Land Bank should address, where applicable:

2.6.1 Municipal Plan designation and zoning;

2.6.2 consistency with the Development Regulations;

2.6.3 lot size and configuration;

2.6.4 street frontage and access;

2.6.5 availability and capacity of municipal services;

2.6.6 existing and future infrastructure needs;

2.6.7 open-space and environmental considerations;

2.6.8 future road or access requirements;

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2.6.9 development and land-assembly opportunities;

2.6.10 housing and infill opportunities;

2.6.11 financial implications;

2.6.12 the public or community benefit associated with making the land available; and

2.6.13 any other matter relevant to the public interest.

2.7 Inclusion in the Residential Land Bank does not require the Town to sell the land and does not create a right or priority for any person to purchase it.

2.8 Council may remove land from the Residential Land Bank at any time prior to completion of a sale where Council determines that retention of the land is in the public interest.

3.0 Public Inquiries

3.1 When an inquiry is received regarding the purchase of Town-owned residential land, staff will first determine whether the land is residential greenspace governed by this policy or land included in the Residential Land Bank.

3.2 Where the land is residential greenspace, staff will advise that the land is retained by the Town and is not available for purchase.

3.3 An inquiry regarding residential greenspace:

3.3.1 is not an application;

3.3.2 does not place the person on a waiting list;

3.3.3 does not create priority;

3.3.4 does not require the Town to review the parcel;

3.3.5 does not require the Town to consider adding the land to the Residential Land Bank;

3.3.6 does not require the matter to be presented to Council; and

3.3.7 does not mean the land will be offered for sale.

3.4 No application fee will be collected and no appraisal, survey, legal review or departmental parcel review will be started in response to a routine inquiry concerning residential greenspace.

3.5 Where land is included in the Residential Land Bank and is being offered for sale, staff may direct the person to the applicable application or sale process.

4.0 Residential Greenspace

4.1 Residential greenspace is a Town-owned public asset and may form part of the Town's neighbourhood greenspace network whether or not it is formally designated or developed as a park.

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4.2 The absence of a formal recreational use does not mean the land has no public value.

4.3 Residential greenspace may be retained for:

4.3.1 tree cover and urban forest;

4.3.2 environmental protection and habitat;

4.3.3 drainage and stormwater management;

4.3.4 trails, pathways and pedestrian connections;

4.3.5 utility and servicing requirements;

4.3.6 municipal maintenance and operational access;

4.3.7 emergency access and public safety;

4.3.8 future roads, rights-of-way, parks, infrastructure or facilities;

4.3.9 neighbourhood buffers and separation between properties or land uses;

4.3.10 future development or land assembly;

4.3.11 community character and open-space value; and

4.3.12 other current or future municipal purposes.

4.4 Where future municipal needs are uncertain, residential greenspace will remain in Town ownership.

4.5 A zoning or land-use designation that permits residential development does not mean that Town-owned residential greenspace is available for sale or development.

5.0 Private Benefit and Community Interest

5.1 Enlargement of a private residential yard is not a sufficient reason to dispose of residential greenspace.

5.2 Construction of an accessory building, fence, pool, shed or other private improvement is not a sufficient reason to dispose of residential greenspace.

5.3 The potential increase in value or utility of an adjacent private property does not create a municipal obligation to sell residential greenspace.

5.4 Housing, infill development, affordable housing, supportive housing or another identified public objective may be considered by Council when determining whether other Town-owned residential land should be added to the Residential Land Bank.

5.5 Section 5.4 does not create an exception allowing residential greenspace to be sold under this policy.

5.6 Where Council wishes to pursue a broader municipal development or public-purpose initiative involving Town-owned land, that initiative will be considered separately through the appropriate planning, land-management and Council approval process.

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6.0 Sale of Residential Land Bank Property

6.1 Residential land may only be offered for sale through the Residential Land Bank or another process specifically authorized by Council and permitted by applicable legislation and Town policy.

6.2 Any sale or disposal must comply with:

6.2.1 the Towns and Local Service Districts Act;

6.2.2 the Urban and Rural Planning Act, 2000;

6.2.3 the Town's Municipal Plan and Development Regulations;

6.2.4 the Town's Land Sales Policy;

6.2.5 applicable valuation and public-notice requirements;

6.2.6 Council's resolution; and

6.2.7 any other applicable law or Town policy.

6.3 Where more than one person could reasonably be interested in the land, the Town will determine the appropriate public or competitive process in accordance with legislation and Town policy.

6.4 Adjacency does not create a right or priority to purchase Town land.

6.5 The fact that Town land has limited utility to persons other than an adjacent owner does not, by itself, require Council to sell the land.

6.6 Town-owned land is a public asset and the method and terms of disposal will have regard to fair market value, public benefit and applicable statutory requirements.

6.7 Where a purchase and sale agreement is signed, the purchaser will be responsible for the costs assigned to the purchaser under the agreement and the Town's Land Sales Policy.

6.8 These costs may include:

6.8.1 legal survey and description;

6.8.2 appraisal or valuation;

6.8.3 title search;

6.8.4 legal documents;

6.8.5 registration;

6.8.6 subdivision, consolidation or planning approvals;

6.8.7 advertising and required notices;

6.8.8 utility relocation or easements;

6.8.9 environmental or engineering studies; and

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6.8.10 other costs required to complete the transaction.

6.9 The purchaser's responsibility for these costs begins once the purchase and sale agreement is signed, unless the agreement or Council resolution states otherwise.

6.10 Council may place conditions on an approved disposal, including:

6.10.1 consolidation with an adjoining property;

6.10.2 restrictions on development or further subdivision;

6.10.3 retention of easements;

6.10.4 drainage, servicing, access or utility requirements;

6.10.5 environmental or vegetation protections;

6.10.6 restrictive covenants;

6.10.7 requirements respecting an intended housing or community purpose;

6.10.8 development deadlines;

6.10.9 restoration requirements; and

6.10.10 reversion or repurchase rights.

7.0 Applications

7.1 A formal application to purchase Town-owned residential land will only be accepted where the land is included in the Residential Land Bank and is available through an approved sale process.

7.2 The Town will not accept an application to purchase residential greenspace.

7.3 A routine inquiry regarding residential greenspace will not be converted into an application or placed before Council as an application.

7.4 Where an application process applies to Residential Land Bank property, the Town may establish an application fee through its approved rates and fees.

7.5 Payment of an application fee does not guarantee approval of a sale.

7.6 The Town may prescribe a standard Residential Land Bank Purchase Application for use in approved land sales.

8.0 Leases, Licences, Easements and Other Interests

8.1 A lease, licence, easement or other private interest shall not be used to avoid the prohibition on the private sale of residential greenspace.

8.2 Residential greenspace will not normally be leased or licensed for long-term or exclusive private residential use.

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8.3 Council or delegated staff may approve an easement, licence or access agreement where it is:

8.3.1 required for a municipal or public utility purpose;

8.3.2 temporary and revocable;

8.3.3 required for municipal work or emergency access;

8.3.4 necessary to address a servicing matter;

8.3.5 non-exclusive and consistent with continued Town ownership; or

8.3.6 authorized under another Town policy or Council resolution.

8.4 Approval of an easement, temporary licence or access arrangement does not create a right to purchase the affected land.

9.0 Unauthorized Use

9.1 Maintenance, landscaping, fencing, storage or other private use of residential greenspace does not mean the Town has agreed to sell, lease or otherwise dispose of the land.

9.2 No person may, without prior written Town approval:

9.2.1 clear, cut or remove trees or other vegetation;

9.2.2 grade, excavate, fill or otherwise alter the ground or its elevation;

9.2.3 build or install a fence, building or structure;

9.2.4 store or park personal property, vehicles, trailers, recreational vehicles or equipment;

9.2.5 alter drainage;

9.2.6 extend a private yard or install landscaping;

9.2.7 construct or extend a driveway, parking area or other private improvement; or

9.2.8 otherwise occupy, alter or change Town-owned residential greenspace.

9.3 Unauthorized use may be addressed through applicable legislation, by-laws, policies, notices, agreements or enforcement action.

9.4 Unauthorized use, occupation, alteration or development of Town-owned residential greenspace does not make the land available for sale and does not create an obligation or basis for the Town to sell, lease or otherwise transfer the land to resolve the encroachment.

9.5 Any decision respecting enforcement, removal, restoration or another resolution of an unauthorized use will be considered separately from any request to purchase the land.

9.6 Possession, occupation or maintenance of Town-owned land does not create ownership rights through adverse possession.

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9.7 Where an unauthorized use, alteration or encroachment is identified, including through a municipal compliance review, the Town may identify and disclose the condition in correspondence or a compliance letter notwithstanding that no immediate enforcement action is being taken.

9.8 A decision by the Town not to take immediate enforcement action does not constitute approval, permission, consent or waiver of the Town's rights and does not prevent the Town from requiring removal, remediation or restoration at a later date.

10.0 No Right, Priority or Precedent

10.1 This policy does not create:

10.1.1 a right to have residential greenspace reviewed for sale;

10.1.2 a right to have residential greenspace considered for inclusion in the Residential Land Bank;

10.1.3 a right to have an inquiry presented to Council;

10.1.4 a right to purchase or use Town land;

10.1.5 priority because a property is adjacent to Town-owned land;

10.1.6 priority based on the date of an inquiry;

10.1.7 priority because a person has maintained, landscaped or occupied Town-owned land;

10.1.8 a right arising from a previous Town sale or disposal of similar land;

10.1.9 a right to compensation for work or maintenance completed without Town approval; or

10.1.10 a requirement for the Town to dispose of land included in the Residential Land Bank.

11.0 Records and Land Inventory

11.1 The Town Clerk or designate will maintain records of:

11.1.1 Council resolutions relating to the Residential Land Bank;

11.1.2 the current Residential Land Bank inventory;

11.1.3 approved land disposals;

11.1.4 related agreements, valuations and notices;

11.1.5 public inquiries where retained for land-inventory or planning purposes; and

11.1.6 amendments to this policy.

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11.2 Town departments will provide information required to maintain an accurate municipal land inventory.

11.3 The Residential Land Bank may be reviewed and updated as municipal needs, planning objectives and development opportunities change.

Policy Procedures

1.0 Routine Residential Greenspace Inquiry Procedure

1.1 When an inquiry is received about purchasing or privately using residential greenspace, staff will:

1.1.1 confirm, where reasonably possible, that the land appears to be Town-owned residential greenspace;

1.1.2 advise the person that residential greenspace is retained by the Town and is not available for purchase;

1.1.3 provide the standard response in Appendix B;

1.1.4 avoid suggesting that the land will be reviewed, presented to Council, declared surplus or offered for sale;

1.1.5 record the property location and contact information where useful; and

1.1.6 refer questions about this policy to the Town Clerk or designate.

1.2 The inquiry will be closed without:

1.2.1 collecting an application fee;

1.2.2 circulating an application to Town departments;

1.2.3 ordering an appraisal or survey;

1.2.4 presenting the individual request to Council; or

1.2.5 starting the process under the Land Sales Policy.

2.0 Residential Land Bank Procedure

2.1 The Residential Land Bank will be established and maintained separately from routine residential greenspace inquiries.

2.2 Potential Residential Land Bank property may be identified through:

2.2.1 municipal land-inventory work;

2.2.2 planning or development initiatives;

2.2.3 housing or infill planning;

2.2.4 infrastructure or asset-management planning;

2.2.5 identification by a Town department;

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2.2.6 strategic land-management initiatives; or

2.2.7 direction of Council.

2.3 An individual request to purchase residential greenspace will not initiate the Residential Land Bank process.

2.4 Where other Town-owned residential land is identified for possible inclusion in the Residential Land Bank:

2.4.1 Planning and Development will confirm land ownership, mapping, zoning and development considerations;

2.4.2 appropriate departments will review servicing, infrastructure, environmental, operational and other relevant matters;

2.4.3 Administration will identify the potential municipal or community benefit;

2.4.4 Administration will prepare a written recommendation where Council consideration is warranted; and

2.4.5 Council will decide whether the land will be included in the Residential Land Bank.

3.0 Residential Land Bank Sale Procedure

3.1 Where land is included in the Residential Land Bank and Council authorizes it to be offered for sale, the land will be processed under the Town's Land Sales Policy;

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.

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APPENDIX A

POLICY AMENDMENTS AND RESOLUTIONS OF COUNCIL

Amendments and Resolutions

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

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APPENDIX B

STANDARD RESPONSE TO RESIDENTIAL GREENSPACE INQUIRIES

Subject: Inquiry Regarding Town-Owned Residential Greenspace

Thank you for contacting the Town of Gander regarding the Town-owned land located behind, between or adjacent to your property.

The land is Town-owned residential greenspace and is retained as a public asset for current and future community purposes.

The Town does not sell or otherwise dispose of residential greenspace as a routine practice. These lands may provide current or future value for open space, urban forest, recreation, trails, natural buffers, drainage, stormwater management, utilities, infrastructure, environmental protection, neighbourhood design, access and long-term municipal planning.

Under the Town's Residential Greenspace Retention Policy, an individual request does not begin a review of a specific parcel. Residential greenspace may only be considered as potentially surplus through a broader Town-initiated land review.

The Town will therefore not be processing an application to purchase the land or undertaking a survey, appraisal, legal review or departmental parcel review in response to this inquiry. Being adjacent to Town-owned residential greenspace does not create a right or priority to purchase it.

The Town may retain a record of the location and inquiry for future land-inventory, planning or administrative purposes. This does not create a waiting list, priority, entitlement or expectation that the land will be offered for sale.

Please note that maintenance, clearing, cutting or removal of vegetation, filling, grading, landscaping, fencing, parking, storage, construction, yard expansion or other occupation or alteration of Town-owned residential greenspace does not create an ownership interest, right to purchase or permission for continued use.

No work, use or alteration may be undertaken on Town-owned residential greenspace without prior written approval from the Town.

Where an unauthorized use, alteration or encroachment is identified, the Town may note or disclose the condition, including through municipal correspondence or a compliance review. A decision by the Town not to take immediate enforcement action does not constitute approval or permission and does not prevent the Town from requiring removal, remediation or restoration at a later date.

Thank you for your understanding.

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APPENDIX C

ABBREVIATED RESPONSE

Subject: Inquiry Regarding Town-Owned Residential Greenspace

Thank you for your inquiry.

The land in question is Town-owned residential greenspace and is retained as a public asset for current and future community purposes.

The Town does not sell residential greenspace as a routine practice. Individual inquiries do not begin a review of a specific parcel, and residential greenspace may only be considered as potentially surplus through a broader Town-initiated land review.

Being adjacent to Town-owned residential greenspace does not create a right or priority to purchase it. The Town will therefore not be processing an application for this parcel.

Please do not clear vegetation, fill, grade, landscape, fence, build on, park or store items on, extend a private yard onto, or otherwise use or alter Town-owned residential greenspace without prior written approval from the Town.

Unauthorized use or occupation does not create an ownership interest, right to purchase or permission for continued use. The Town retains the right to require removal, remediation or restoration where appropriate.

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Quarterly Town Clerk Report

Third Quarter 2026 | July 1 – September 30, 2026 | Prepared by: Alexa Oldford, Town Clerk

ONE QUARTER IN THE OFFICE OF THE TOWN CLERK

~200,000 Records removed from review by approved partial disregard	**5,500+** Pages of ATIPP records processed and released	**11** ATIPP & OIPC files managed
12 Council & Committee meetings	**24** Significant files managed	**~290** Hours on ATIPP

83% of significant files required coordination across two or more departments

WHAT COUNCIL NEEDS TO KNOW

- **ATIPP was the largest demand on the Office:** ~290 hours and more than 5,500 pages released, roughly 62% of one position's working time.
- **The Commissioner approved the Town's partial disregard** after quarter-end, removing nearly 200,000 records from review.
- **Municipal enforcement now has dedicated leadership.** A program review is under way, and coordination with the RCMP is being strengthened.
- **Two new positions add capacity.** Records management work deferred this quarter is scheduled to resume.

Quarter at a Glance

Area	Q3 2026
Council / Committee of the Whole meetings supported	12
ATIPP files managed	6 (5 closed, 1 ongoing)
Pages of responsive records processed and released	5,500+
Records removed from review by approved partial disregard	Nearly 200,000
OIPC files	5 ongoing
Legal / appeal files coordinated with external counsel	4
Policy review	11 recommended for rescission
Policy, by-law and advocacy items advanced	7
Complaint, claim and investigation files	6

Feature File: Section 21 Partial Disregard

On October 2, 2026, the Commissioner approved the Town's application to partially disregard a single access request. The Commissioner found that three of its items were excessively broad and would unreasonably interfere with the Town's operations. She also used her section 24 power to vary the statutory filing deadline, finding that extraordinary circumstances existed.

What It Took

Date (2026)	Milestone
Apr 24	Request received
May – Jul	Two OIPC-approved time extensions; deemed-refusal complaint filed July 13
Jul – Aug	Fourteen organization-wide searches across systems
Aug 13	Final response issued with a 538-page redacted and audited release
Sep 15	OIPC preliminary assessment widens the scope to include 1997–2005; searches now capture nearly 200,000 records
Sep 22 – 23	Town response filed; comparable decisions researched, including a federal precedent involving more than 137,000 records
Sep 28 – 29	Evidence-based disregard and section 24 application finalized with external counsel and filed
Oct 2	Application approved by the Commissioner

Access to Information & Privacy: Volume and Effort

Access and privacy work took more of the Office's time this quarter than any other area. The Town Clerk is the Town's ATIPP Coordinator, and each file carries statutory deadlines that must be managed alongside the Office's other responsibilities.

ATIPP / OIPC activity	Q3 2026
ATIPP files closed	5
ATIPP files ongoing	1
OIPC files ongoing	5
Pages of responsive records processed and released	5,500+
Records removed from review by approved partial disregard	Nearly 200,000
Formal OIPC submissions and applications	3, including the approved disregard

Work with External Counsel

The Office worked with Stewart McKelvey throughout the quarter on the Town's most complex access files. This included OIPC complaint responses, statutory exceptions, the OIPC preliminary assessment and the partial disregard application.

The Town Clerk coordinated these files, provided instructions and supporting search evidence and record details, reviewed drafts, and finalized and filed the Town's submissions, with external counsel providing legal advice.

~290 hours on ATIPP this quarter: approximately eight weeks of full-time work, or about 62% of one position's available working hours.

1. The Role of the Office

The Office of the Town Clerk's current portfolio extends well beyond Council and meeting administration. It is a central point of coordination for governance, access and privacy, legal and regulatory matters, records management, policy, enforcement support, legislative interpretation, public process and organizational risk.

2. Some of What Crossed the Clerk's Desk

Portfolio	Q3 scope
Governance & Council Administration	Committee of the Whole and Council agendas, minutes and resolutions; procedural advice; meeting decisions; delegation requests; Council correspondence; etc
Access to Information & Privacy	Six ATIPP files (five closed) with more than 5,500 pages processed and released, five ongoing OIPC files, formal OIPC submissions, a partial disregard application, ongoing work with Stewart McKelvey, organization-wide record searches, redaction review, and the Town's submission to the statutory review of ATIPPA, 2015.
Legislative & Regulatory Matters	Interpreting the Towns and Local Service Districts Act, the Urban and Rural Planning Act, 2000, the Development Regulations and the Traffic Regulations; etc.
Legal & Risk Coordination	A development appeal, OIPC files, sensitive files, complaint/claim files, coordination with external counsel and Town's insurer.
Policy & Corporate Governance	A review of the Policy Manual; four resolutions to Municipalities Newfoundland and Labrador.
Records & Information Management	Records and Information Management Policy and Strategy, the corporate records inventory and the retention schedule framework.
Municipal Enforcement Support	Compliance reviews of non-compliant properties; fireworks complaints; hiring the Municipal By-Law Enforcement Coordinator; initial program review; RCMP partnership; and early planning of education campaigns.
Corporate & Departmental Advisory	Day-to-day advice to managers on authority, process and approvals, including contract execution, unusual operational matters.

3. Compliance and Municipal Enforcement

Municipal enforcement now sits within the Town Clerk's portfolio, and the quarter included both operational files and work to establish a more structured enforcement program.

Compliance Matters Reviewed

- **Non-compliant properties:** compliance complaints, property maintenance and unsightly premises matters, etc.
- **Late-night fireworks:** a coordinated review of repeated complaints, including mapping of locations and times, outreach to local retailers, and a briefing note and recommended response to Committee of the Whole.
- **ATV and UTV complaints, traffic matters and other service calls** handled through Municipal By-Law Enforcement.

A New Coordinator and an Initial Program Review

Hiring the Municipal By-Law Enforcement Coordinator provides dedicated leadership for the program and allowed an initial review of how the Town administers and enforces its by-laws.

Discussions began on focused education initiatives, with an emphasis on encouraging voluntary compliance before formal enforcement is required.

Strengthening the RCMP Partnership

The Town met with the RCMP to discuss continued coordination on shared files. The fireworks complaints provided one example: the RCMP had received similar reports, began directed patrols and coordinated with Municipal Enforcement.

5. Complexity of the Workload

Rating	Description	Q3 files
Routine	Standard administrative or procedural matter	Multiple
Moderate	Requires research, departmental coordination or interpretation	8
Significant	Statutory deadline, senior management or Council involvement, or external agency	11
High Risk / Complex	Legal, OIPC, appeal, enforcement, privacy or significant organizational exposure	5

24 of the matters handled during the quarter, 16 (67%) were rated Significant or High Risk, involving legislative interpretation, legal consultation, engagement with an external regulator, etc. 20 matters (83%) required coordination across two or more departments.

6. Work That Is Not Readily Visible

Much of the Town Clerk's workload occurs outside scheduled Council and Committee meetings. It includes research and legislative interpretation, review of departmental correspondence, consultation with legal counsel, ATIPP record analysis, privacy review, drafting policies and procedures, resolving procedural questions, supporting enforcement and regulatory matters, and providing corporate advice on emerging issues.

Many matters also generate a chain of related tasks. A resident complaint, ATIPP request, appeal, enforcement issue or Council direction can lead to record searches, legislative research, consultation with several departments, legal advice, correspondence, follow-up meetings and formal documentation.

Unplanned and Reactive Work

Matters arose during the quarter that were not part of the Office's planned work program and required immediate or priority attention, including:

- OIPC complaints and statutory response deadlines;
- requests for legal advice and coordination with counsel;
- a development appeal and related resident correspondence;
- File escalations and challenges to Town process;
- Council procedural questions on open and closed matters and delegated authority;
- enforcement-related complaints, including late-night fireworks activity; and
- Review/input on multiple ongoing Town files, letters, contracts, agreements, etc.

Reactive work is often driven by statutory timelines or external parties. As a result, planned initiatives may move more slowly while substantial work is being completed elsewhere in the portfolio.

7. Key Outcomes This Quarter

- Prepared and filed the Town's application to partially disregard three items of an access request that otherwise captured nearly 200,000 records; the application was approved by the Commissioner after quarter-end.
- Processed and released more than 5,500 pages of responsive records under ATIPPA, 2015, closing five ATIPP files.
- Advanced several statutory and regulatory files, including a development appeal and five OIPC files.
- Recommended routine posting of approved open committee minutes alongside Council minutes.
- Hired the Municipal By-Law Enforcement Coordinator and began an initial review of the enforcement program.
- Coordinated a multi-party response to late-night fireworks complaints involving retailers and the RCMP.
- Met with the RCMP regarding continued coordination on shared files.
- Researched regulatory issues requiring further work, including parking and traffic authority.
- Prepared the Town's submission to the provincial ATIPPA review and four resolutions for Municipalities Newfoundland and Labrador.
- Added governance capacity through the hiring of a Policy and Research Analyst, who started September 28, 2026.

8. Emerging Capacity Considerations

The range of matters assigned to, or requiring involvement from, the Office of the Town Clerk continues to grow. Access and privacy administration, records management, regulatory matters, governance, legal coordination and enforcement support all require research and professional attention in addition to the Office's core Council and legislative responsibilities.

The effect was visible this quarter. The records and information management framework remains in place, but validation of the records inventory, retention controls and SharePoint governance planning did not advance while statutory and reactive files took priority.

Capacity Added This Quarter

Two hires this quarter strengthen the Office. The Municipal By-Law Enforcement Coordinator is leading the enforcement program review. The Policy and Research Analyst will provide capacity for outstanding governance matters, including policy rescission and amendment work, and records management that were deferred while statutory and reactive work took priority.

Even with the additional positions, ATIPP work alone accounted for approximately 290 staff hours for the Town Clerk during the quarter.

Continued monitoring of workload/organizational capacity is important to ensure statutory obligations, Council support and long-term governance initiatives are kept at the expected standard.

Priorities for Q4 2026

- Bring next phase bulk policy rescission package to Council and identify priority amendments.
- Onboard Policy and Research Analyst and direct the role to outstanding governance matters.
- Advance the enforcement program review.
- Resume records inventory validation and retention implementation.
- Conclude the ongoing ATIPP file and advance the five open OIPC files.
- Continue managing the development appeal and related complaint files.

TOWN OF

GANDER

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ACCESSORY BUILIDNG BY-LAW

~~**Effective the 25th day of March 2026.**~~
~~**Motion #26-059**~~

ACCESSORY BUILIDNG BY-LAW

1.0 Title

1.1 This by-law shall be cited as the Accessory Building By-Law

2.0 Purpose

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

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

3.0 Application and Authority

3.1 **WHEREAS** the Town of Gander ("the Town")

4.0 Definitions

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

(a) **Accessory Building** means a detached subordinate building not used for human habitation, located on the same lot as the main building structure or use to which it is accessory, the use of which is naturally or customarily incidental and complementary to the main use of the building, land or structure, and shall include: all roofed structures shall be considered an accessory structure regardless of whether it is constructed of wood, steel, metal, fabric, polyethylene, canvas, tarp, PVC membrane, or similar materials. Examples could include, but are not limited to, detached garages, detached carports, sheds, workshops, greenhouses, gazebos, pavilions, pool houses, detached covered decks, covered patios, roofed pet shelters, fabric shelters, portable garages, tarped structures, membrane buildings and similar roofed structures.

(b) **Building Footprint** means the greatest horizontal area of a building above grade within the outside surface of exterior walls or within the outside surface of exterior walls and the centre line of firewalls.

(c) **Building Line** (See also Setback, Frontyard) means a line established by Council that runs parallel to a street line and is set at the closest point to a street that any building may be placed.

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

(e) **Setback, Frontyard** means the distance between the "building line" as defined in these regulations and the front street line of a lot.

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(f) **Setback, Rearyard** means the distance between the rear lot line and the rear wall of the main building on the lot.

(g) **Setback, Sideyard** means the distance between the side lot line and the nearest sidewall of a building on the lot.

(h) **Street Line** means the edge of a street reservation as defined by Council or the Province.

5.0 Application

5.1 Building Permit fee/Process

5.1.1 Building permit cost as per the Town of Gander current schedule.

5.1.2 Fee to be paid upon receipt of application.

5.1.3 Where the Authority has been made aware that an accessory building has been erected, or construction has commenced, prior to the issuance of a building permit, the permit fee shall be doubled. Complete a Town of Gander Building Permit Application, which can be found online or at the Town Hall; https://www.gandercanada.com/en/resourcesGeneral/BUILDING-PERMIT-APPLICATION-fillable.pdf

5.1.4 To determine maximum size, permitted locations, and required sideyards for the property, contact the Planning and Public Works Department.

5.1.5 Provide a neat sketch on the back of the building permit application in the space provided. Indicate the size and location of the proposed accessory building, as well as the distances from rear and side boundary lines and the main building. Include the location of any easements, driveways, as well as any existing structures on the property, along with their measurements. A current real property report can be submitted along with the application to verify all data.

5.1.6 Pay the applicable fee as calculated by the Planning and Public Works Department after initial application review.

5.1.7 Once the application has been processed, a Town official will visit the property to assess site suitability.

5.1.8 Non-residential accessory buildings will also be subject to Service NL plan review; their approval is required before a building permit can be issued.

5.1.9 The building permit will only be issued after all criteria have been met.

6.0 General Information

6.1 No accessory building or part thereof shall project beyond a front building line. Corner lots are considered to have two (2) building lines. Accessory buildings located on corner lots in Residential

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zones are required to have a minimum sideyard of 6.0m on the flanking street. In a Non-Residential zone, a minimum sideyard of 10m is required on the flanking street. (Drawing #2S)

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

6.3 The cumulative total size for accessory buildings shall not exceed ~~8~~ 10% of the lot in residential zones.

6.4 The cumulative total size for accessory buildings shall not exceed 14% of the lot in non-residential zones.

~~**6.4.1** Variances will not be permitted~~

6.5 One roofed accessory structure less than 10m^2 is permitted per residential property that is exempt from the maximum coverage calculation. Examples could include: small garden shed, small greenhouse, small gazebo.

6.6 There shall be a sideyard and rearyard minimum of 1.0m for accessory buildings up to ~~55~~ 70m^2. For every percentage greater than 70m^2, minimum sideyard, rearyard and building separations shall be increased proportionately in residential zones. There shall be a sideyard and rearyard minimum of 1.0m for accessory buildings in non-residentail zones. Where non-residential properties are directly adjacent to residential zones, the abutting sideyard and/or rearyard will increase to 3m.

6.7 Maximum height shall be no greater than ~~5.5~~ 6.5m from finish grade to peak in residential zones. For non-residential buildings, height will be governed by the Development Regulations for the applicable use zone table.

6.8 Accessory buildings in residential areas shall be constructed a minimum of 2.0m from any dwelling unit. Separation from any non-residential building shall conform to Service NL requirement (Drawing #1S).

6.9 Residential Mobile Home (RMH) Zones

6.9.1 Accessory buildings shall be set back a minimum of 20 metres from the front property line (Drawing #3S);

6.9.2 Accessory buildings shall be required to maintain a minimum 1.0m distance from the side and rear boundaries of the property. The property line between mobile homes is established as 1.2m from the neighbouring trailer on the minor sideyard side;

6.9.3 If windows are to be installed in the accessory building on the side facing the adjoining property, a minimum 1.2m sideyard will be required;

6.10 All non-residential applications are subject to review by Service NL.

7.0 Council Discretion

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

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~~7.2 Approval of permits that are outside the provisions of the regulations are under the authority of and subject to Council's approval in the form of an Approved Motion of Council.~~

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

- **7.3.1** The location of the accessory building on the lot.
- **7.3.2** The size of the accessory building compared to the dwelling/building on the lot.
- **7.3.3** Visibility of the structure from neighbouring properties and/or street.
- **7.3.4** If the accessory building will block the view/or light from adjourning properties.
- **7.3.5** Site conditions.
- **7.3.6** The amenity of surroundings areas.
- **7.3.7** The definition of accessory building.
- **7.3.8** Any representation received from neighbouring properties.
- **7.3.9** Polices set out in the Municipal Plan/Development Regulations.

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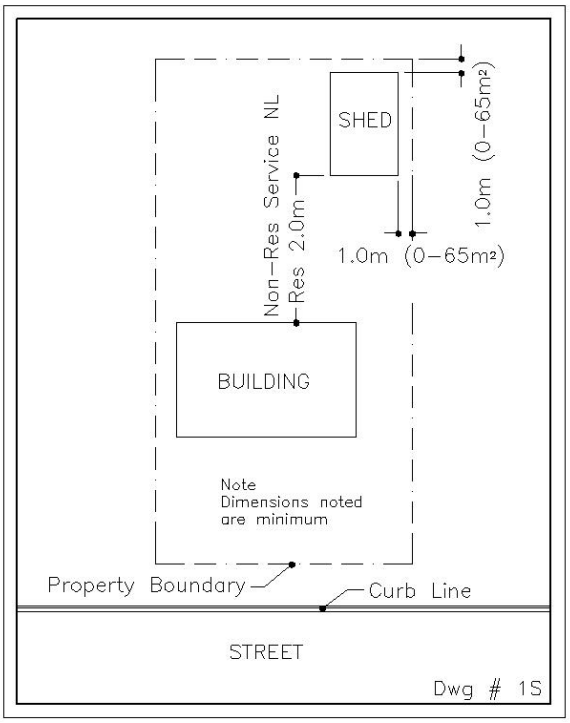
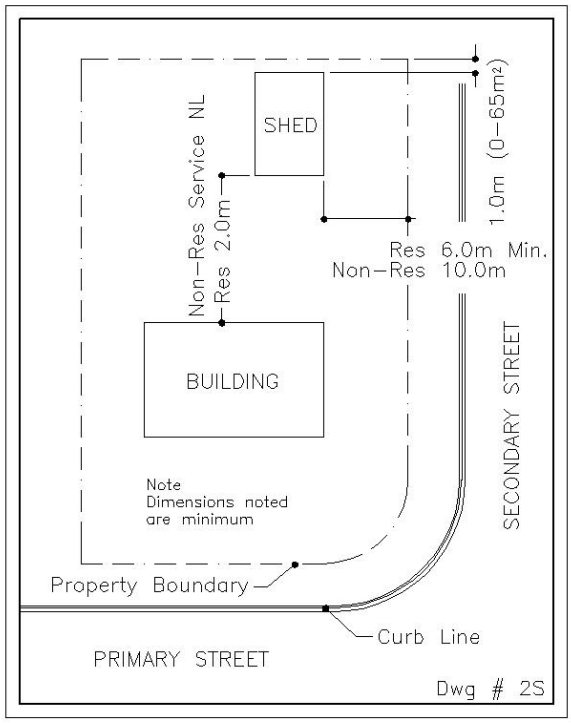
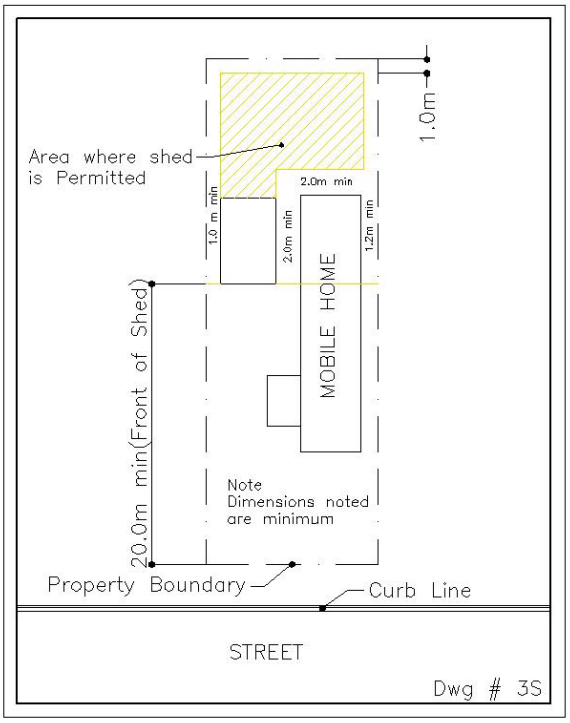
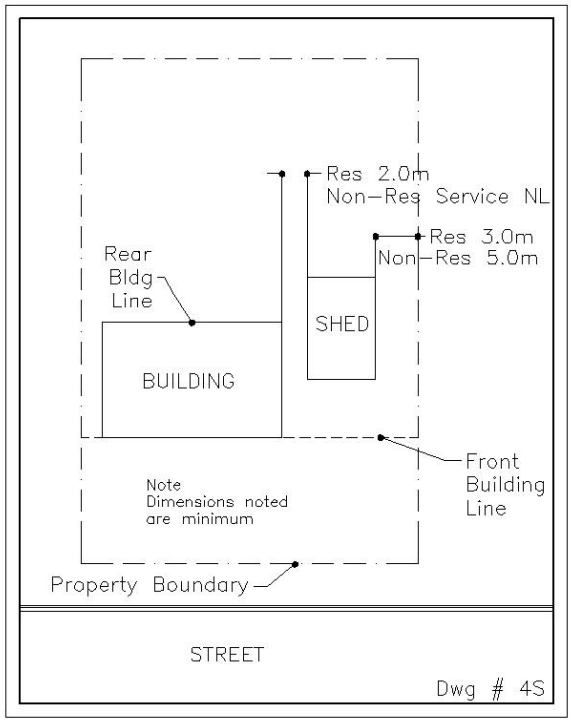
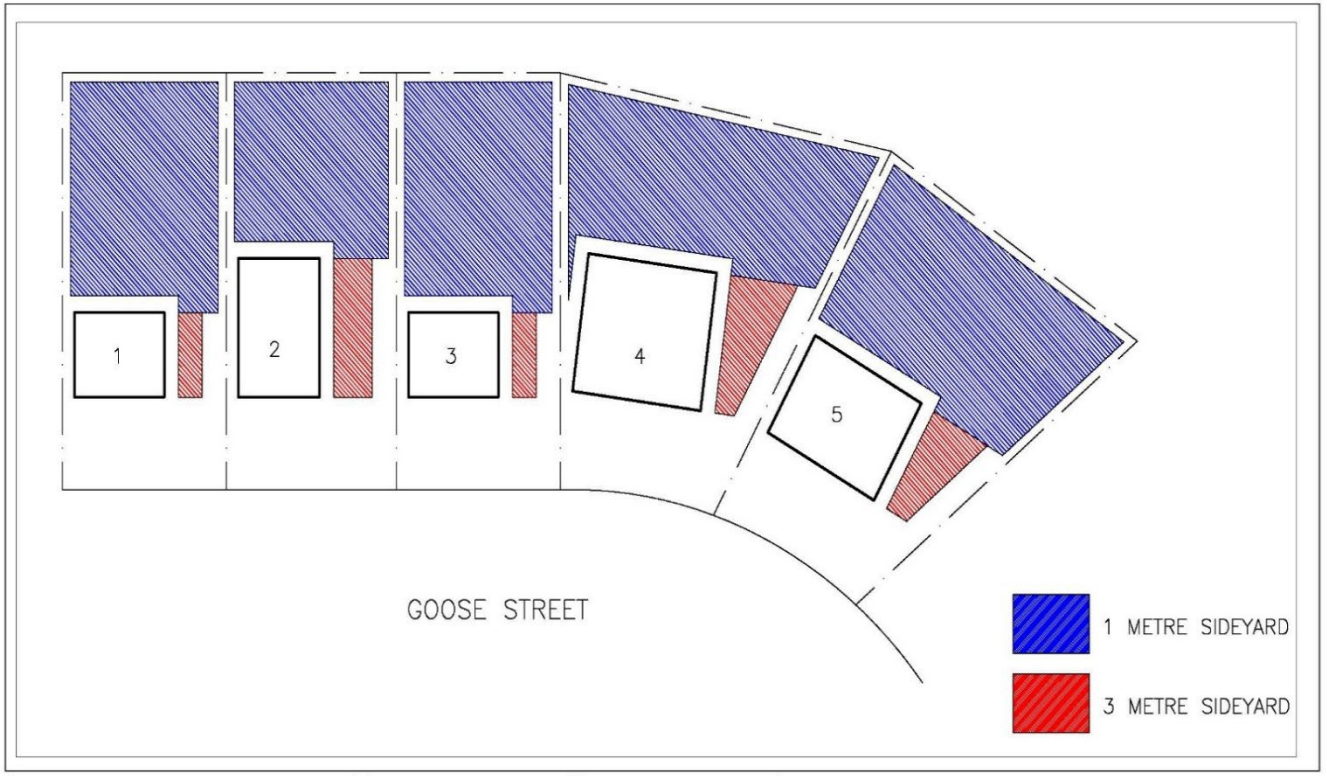
ACCESSORY BUILIDNG BY-LAW











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	Date: 08/03/2021	Drawing Number: 21–1018–1R



Drawing Title:
ACCESSORY BUILDING—
PROPOSED REGULATION
IMPACTS

Drawn By:
JUSTIN COLLINS

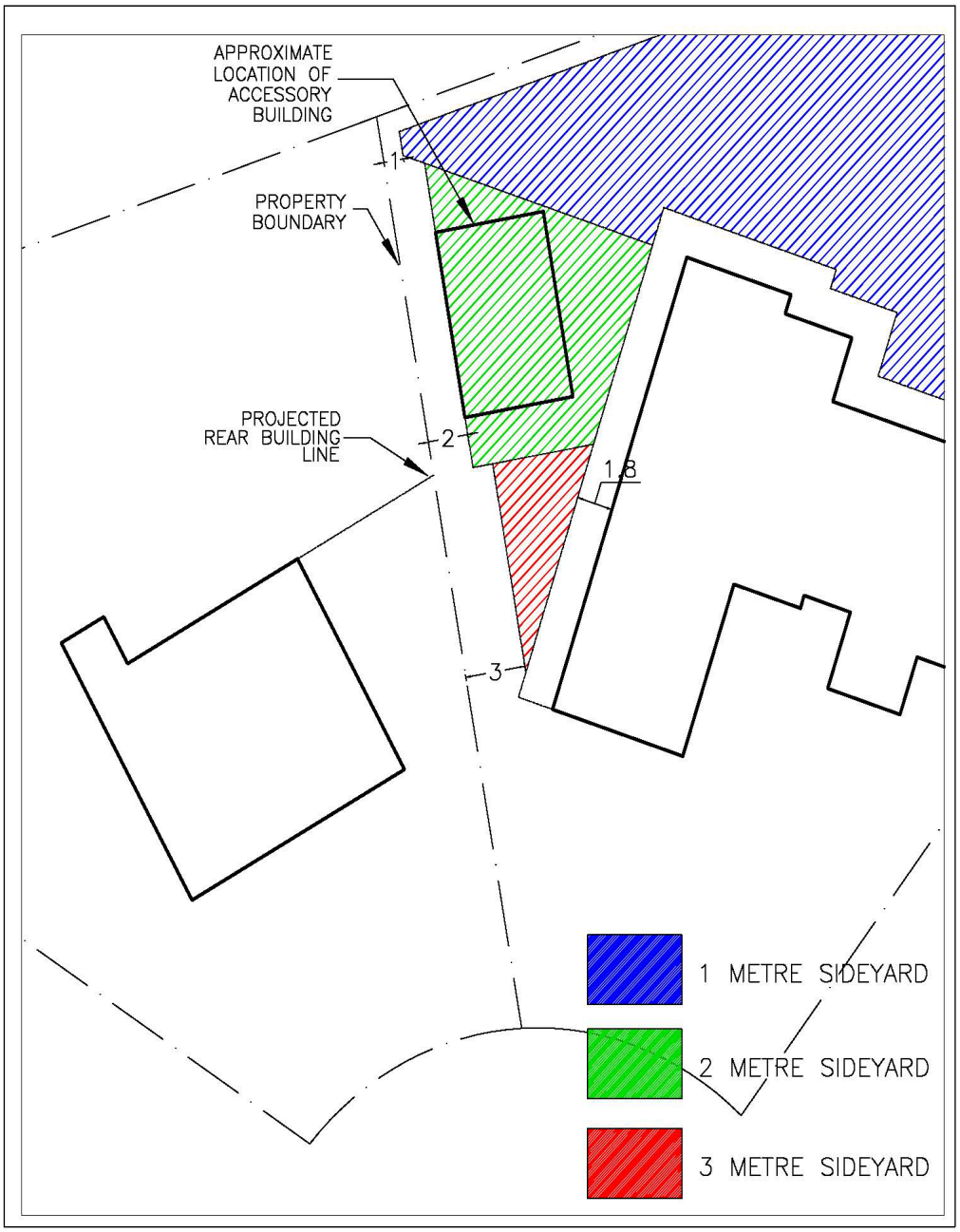
Scale:
1:500

Date:
08/03/2021

Drawing Number:
21-1018-2R

DR

ACCESSORY BUILIDNG BY-LAW



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

8.0 Service and Appeals

8.1 Service is sufficient if an Order or notice is:

8.1.1 Personally delivered to the person to be served;

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

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

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

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

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

9.0 Enforcement, Offences and Penalties

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

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

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

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

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

9.6 Where immediate action is required to address an urgent risk to public health or safety, the Town Clerk (or designate) may make an interim determination and issue an interim Order on behalf of Council, which shall be presented to Council for confirmation, variation or revocation at the next Council meeting.

10.0 Compliance Period

10.1 Where an Order is issued under this by-law, the Town Clerk shall specify a compliance period of not less than fourteen (14) days, unless a shorter period is specified under the urgent remediation provision below.

DRAFT, October 14, 2026

10.2 Despite the foregoing, where a by-law enforcement officer, acting reasonably, has determined through inspection that the condition poses an immediate risk to public health or safety or requires urgent remediation, the Town Clerk may specify a shorter compliance period and shall include brief reasons in the Order.

11.0 Transitional, Repeal and Coming into Force

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

11.2 Upon this by-law coming into force, the following are repealed: (a) *Town of Gander Accessory Building Regulations*

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

12.0 Regular Review of the By-Law

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

13.0 Effective Date

13.1 This by-law shall become effective upon the 25th day of March 2026 by Motion #26-059.

14.0 Publication

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

DRAFT, October 14, 2026

TOWN OF GANDER
WWW.GANDERCANADA.COM

PROPERTY TAX REDUCTION APPROVAL FORM

Department: Corporate Services
Submitted By: Kelly Hiscock
Date Submitted: October 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**
036000220000	$ 1948.60	15	$292.29	$1656.31
	$		$	$
	$		$	$
	$		$	$
	$		$	$
	$		$	$
	$		$	$
	$		$	$
	$		$	$
	$		$	$

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 $292.29. Since the beginning of 2026, the Town of Gander has issued 28 property tax reductions totaling $21,670.50, 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? ☐ Yes ☐ No
Approved for Inclusion in Agenda? ☐ Yes ☐ No
Comments (if any)

TOWN OF GANDER
OPEN CALL FOR BID

OC26-07 Sale of One Used 2014 International 7400 Aquatech Sewer Jet

CLOSING DATE: September 9th, 2026

PREFERRED BIDDER: H. Wareham & Sons Ltd.

(QUOTED PRICE) $ 104,938.10

QUOTES RECEIVED	**QUOTED AMOUNT (Tax inclusive)**
BIDDER	
1) H. Wareham & Sons Ltd.	$ 104,938.10

Minimum Bid Required **$ 80,000.00**
(Bid Deposit Received $9125.02)

2027 BUDGET SCHEDULE

Date	Item	Required
Oct 28 @ 6:00pm	Public Consultations	• Council • CAO • Council Resource People
Nov 16-18 TBD	Pre-budget Meeting	• Council • CAO • Council Resource People
Nov 25 @ 4 pm Council Chambers	Budget speech and press release are prepared and brought forward at the Regular Council Meeting.	• Council • CAO • Council Resource People

Financial Statements

Town of Gander

December 31, 2025

Draft for Discussion Purposes Only

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Draft for Discussion Purposes Only

Statement of Responsibility

The accompanying financial statements are the responsibility of the management of the Town of Gander (the "Town") and have been prepared in compliance with legislation, and in accordance with generally accepted accounting principles established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada.

In carrying out its responsibilities, management maintains appropriate systems of internal and administrative controls designed to provide reasonable assurance that transactions are executed in accordance with proper authorization, that assets are properly accounted for and safeguarded, and that financial information produced is relevant and reliable.

The Council of the Town met with management and its external auditors to review a draft of the financial statements and to discuss any significant financial reporting or internal control matters prior to their approval of the finalized financial statements.

Doane Grant Thornton LLP, as the Town's appointed external auditors, have audited the financial statements. The auditor's report is addressed to the Mayor and members of Council and appears on the following page. Their opinion is based upon an examination conducted in accordance with Canadian generally accepted auditing standards, performing such tests and other procedures as they consider necessary to obtain reasonable assurance that the financial statements are free of material misstatement and present fairly the financial position and results of the Town in accordance with Canadian generally accepted accounting principles.

_____Mayor_____Director of Corporate Services
Percy Farwell Kelly Hiscock

Draft for Discussion Purposes Only

Independent Auditors' Report

To His Worship the Mayor and Councillors

Town of Gander

Opinion

We have audited the financial statements of Town of Gander ("the Town"), which comprise the statement of financial position as at December 31, 2025, and the statements of operations and accumulated surplus, change in net debt and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly in all material respects, the statement of financial position of Town of Gander as at December 31, 2025, and its results of the statement of operations and accumulated surplus, its statement of changes in its net debt, and its statement of cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Town in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Town's ability to continue as a going concern, disclosing, as applicable, matters related to a going concern and using the going concern basis of accounting unless management either intends to liquidate the Town or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Town's financial reporting process.

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Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Town's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Town to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Draft for Discussion Purposes Only

Report on other legal and reporting requirements

In compliance with the requirements of Section 97 of the Towns and Local Service Districts Act, we report as follows on our examination of the accounts of the Town for the year ended December 31, 2025.

Expenses in relation to budget:

Actual expenses per the financial statements of $24,109,942 are within the adopted budget prepared under public sector accounting standards.

Arrears of revenue:

The comparative position with respect to arrears of revenue is presented in Note 4 to the financial statements. Taxes receivable decreased from $587,237 as at December 31, 2024 to $512,268 as at December 31, 2025. Of this amount, taxes totaling $177,440 have been outstanding for one year or longer.

Manner in which the accounts have been kept and the adequacy of the safeguards against fraud:

Our firm was engaged only to express an opinion on the financial statements. We have not performed any special audits on fraud or internal controls; however, we can report that during the audit of the financial statements, no instances of fraud came to our attention.

As required by Section 77 of the Towns and Local Service Districts Act, we report that all employees whose duties include collecting, receiving and depositing cash are adequately bonded. The Town carries fidelity bond coverage of $100,000 and this coverage is considered to be adequate.

St. John's, Canada
[Date]

Chartered Professional Accountants

Draft for Discussion Purposes Only

TOWN OF GANDER
STATEMENT OF FINANCIAL POSITION
December 31, 2025

	2025	2024 (Note 15)
FINANCIAL ASSETS		
Cash (Note 3)	**$ 4,149,269**	$ 5,122,988
Receivables (Note 4)	**3,561,704**	1,634,027
Employee Loans and advances	**241**	241
Land held for resale (Note 14)	**358,471**	449,218
Real estate properties held for sale	**5,909**	8,324
	8,075,594	7,214,798
LIABILITIES		
Demand loan (Note 12)	**30,000**	1,510,000
Payables and accruals (Note 5)	**3,315,344**	1,665,267
Payables to NLHC (Note 14)	**172,502**	207,146
Employe future benefits		
Accrued vacation	**207,027**	170,326
Accrued severance	**17,523**	44,363
Accrued sick pay (Note 11)	**674,176**	672,826
Deferred revenue (Note 6)	**2,307,189**	2,276,027
Long-term debt (Note 7)	**25,654,924**	26,774,984
Other liabilities	**75,159**	103,056
	32,453,844	33,423,995
NET DEBT	**(24,378,250)**	(26,209,197)
NON-FINANCIAL ASSETS		
Tangible capital assets (Schedule 1)	**101,909,092**	100,251,174
Capital projects in progress	**621,487**	131,667
Inventories for use (Note 13)	**388,849**	488,697
Prepaid expenses	**75,038**	145,160
	102,994,466	101,016,698
ACCUMULATED SURPLUS	**$ 78,616,216**	$ 74,807,501

Approved on behalf of Council:

Mayor

Director of Corporate Services

TOWN OF GANDER
STATEMENT OF OPERATIONS
Year Ended December 31, 2025

	2025 Budget	2025 Actual	2024 Actual
REVENUE			
Taxation	**$ 20,520,575**	**$ 20,468,774**	$ 19,580,271
Sales of goods and services	**562,075**	**964,062**	854,918
Grants and transfers	**7,459,195**	**5,507,246**	1,735,737
Investment income	**200,000**	**274,110**	405,443
Other revenue	**335,900**	**704,465**	157,492
Total revenue (Schedules 2 and 4)	**29,077,745**	**27,918,657**	22,733,861
EXPENSES			
General government services	**5,454,168**	**5,378,611**	4,677,799
Protective services	**2,559,541**	**2,504,432**	2,402,496
Transportation services	**5,778,330**	**5,549,803**	5,488,075
Environmental health services	**5,488,172**	**5,506,709**	5,303,272
Regional planning and development	**539,295**	**540,832**	447,090
Recreation and cultural services	**3,310,189**	**3,684,790**	3,208,754
Fiscal services	**1,010,539**	**944,765**	984,602
Total expenses (Schedules 3 and 4)	**24,140,234**	**24,109,942**	22,512,088
ANNUAL SURPLUS	**$ 4,937,511**	**$ 3,808,715**	$ 221,773
ACCUMULATED SURPLUS, BEGINNING OF YEAR		**$ 74,807,501**	$ 74,585,728
Annual surplus		**3,808,715**	221,773
ACCUMULATED SURPLUS, END OF YEAR		**$ 78,616,216**	$ 74,807,501

TOWN OF GANDER
STATEMENT OF CHANGE IN NET DEBT
Year Ended December 31, 2025

	2025 Budget	2025 Actual	2024 Actual
ANNUAL SURPLUS	**$ 4,937,511**	**$ 3,808,715**	$ 221,773
Acquisition of tangible capital assets	**(12,800,498)**	**(7,778,526)**	(11,729,829)
Amortization of tangible capital assets	**5,543,678**	**5,962,399**	5,543,677
Loss on sale of tangible capital assets	**-**	**158,209**	14,689
Proceeds from sale of tangible capital assets	**-**	**-**	11,214
Decrease (increase) in capital projects in progress	**-**	**(489,820)**	6,826,998
Decrease (increase) in inventories	**-**	**99,848**	(123,931)
Decrease (increase) in prepaids	**-**	**70,122**	(74,966)
	(7,256,820)	**(1,977,768)**	467,852
CHANGE IN NET DEBT	**(2,319,309)**	**1,830,947**	689,624
NET DEBT, BEGINNING OF YEAR	**(26,209,197)**	**(26,209,197)**	(26,898,821)
NET DEBT, END OF YEAR	**$ (28,528,506)**	**$ (24,378,250)**	$ (26,209,197)

TOWN OF GANDER
STATEMENT OF CASH FLOWS
Year Ended December 31, 2025

	2025	2024
OPERATING TRANSACTIONS		
Annual surplus	**$ 3,808,715**	$ 221,773
Amortization	**5,962,399**	5,543,677
Loss on sale of land held for resale	**56,103**	49,681
Loss on sale of tangible capital asset	**158,209**	14,689
	9,985,426	5,829,820
Changes in non-cash items:		
Receivables	**(1,927,677)**	(36,064)
Payables and accruals	**1,650,077**	(179,897)
Employee future benefits	**11,211**	(34,939)
Deferred revenue	**31,162**	1,071,989
Other liabiliites	**(27,897)**	24,790
Inventories for use	**99,848**	(123,931)
Prepaid expenses	**70,122**	(74,967)
Cash provided by operating transactions	**9,892,272**	6,476,801
FINANCING TRANSACTIONS		
Demand loan	**(1,480,000)**	305,000
Payable to NLHC	**(34,643)**	(97,765)
Proceeds from long-term debt	**1,426,934**	1,103,466
Principal repayment of long-term debt	**(2,546,994)**	(2,702,362)
Cash applied for capital transactions	**(2,634,703)**	(1,391,661)
CAPITAL TRANSACTIONS		
Acquistion of tangible capital assets	**(7,778,526)**	(11,729,829)
Proceeds from sale of tangible capital assets	**-**	11,214
Proceeds from sale of land held for resale	**37,058**	97,765
(Increase) decrease in capital projects in progress	**(489,820)**	6,826,998
Cash applied for capital transactions	**(8,231,288)**	(4,793,852)
INCREASE (DECREASE) IN CASH	**(973,719)**	291,288
CASH, BEGINNING OF YEAR	**5,122,988**	4,831,700
CASH, END OF YEAR	**$ 4,149,269**	$ 5,122,988

1 Status of the Town of Gander

The incorporated Town of Gander is a municipal government that was incorporated in 1958 pursuant to the Province of Newfoundland and Labrador's Municipalities Act. The Municipality provides or funds municipal services such as fire, public works, parks and recreation, library, tourism and other general government operations.

2 Significant Accounting Policies

These financial statements have been prepared in accordance with Canadian public sector accounting standards (PSAS) as recommended by CPA Canadian Public Sector Accounting Board (PSAB) and reflect the following significant accounting policies.

Basis of consolidation

The Town has no controlled entities or government partnerships and as such the financial statements are not consolidated.

Basis of accounting

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon the receipt of goods and services or the creation of an obligation to pay.

Cash and cash equivalents

Cash and cash equivalents include cash on hand and balances with banks (net of overdrafts). Bank borrowings are considered to be financing activities.

Real estate properties held for sale

Real estate properties held for sale are recorded at the lower of cost and net realizable value. Cost includes the amount of acquisition, legal fees and improvements to prepare the properties for sale.

Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the annual deficit, provides the change in net financial assets for the year.

2 Significant Accounting Policies (cont'd.)

Tangible capital assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to the acquisition, construction, development or betterment of the asset. Assets under construction are not amortized until the asset is put into use and one-half of the annual amortization is charged in the year of acquisition and in the year of disposal. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over their estimated useful lives as follows:

General tangible capital assets

Land	Indefinite
Land Improvements	10 to 50 years
Buildings and leasehold improvements	
Buildings	25 to 40 years
Vehicles and Equipment	
Vehicles	5 years
Machinery, equipment and furniture	5 to 15 years
Maintenance and road construction equipment	10 years
Computer Hardware and Software	4 years

Infrastructure assets

Transportation	
Land	Indefinite
Road surface	5 to 20 years
Road grade	30 years
Traffic lights and equipment	10 to 15 years
Water and Sewer	
Land	Indefinite
Land improvements	50 years
Buildings	25 to 40 years
Underground networks	15 to 100 years
Machinery and equipment	15 years

Donated and contributed assets

Donated and contributed assets are capitalized at their estimated fair value at the date of acquisition. Works of art for display in municipal property have not been included in capital assets. Certain assets have been disclosed at a nominal value if historical cost is not available and a determination of fair value is not appropriate or possible for the asset.

Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to the ownership of the property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

2 Significant Accounting Policies (cont'd.)

Impairment of long-lived assets

Long lived assets are reviewed for impairment upon the occurrence of events or changes in circumstances indicating that the value of the assets may not be recoverable, as measured by comparing their net book value to the estimated undiscounted cash flows generated by their use. Impaired fixed assets are recorded at their fair value, determined principally using discounted future cash flow expected from their use and eventual disposition.

Asset retirement obligations

An asset retirement obligation is recognized when, as at the financial reporting date, all of the following criteria are met:

- There is a legal obligation to incur retirement costs in relation to a tangible capital asset;
- The past transaction or event giving rise to the liability has occurred;
- It is expected that future economic benefits will be given up; and
- A reasonable estimate of the amount can be made.

Asset retirement obligations are initially measured at the best estimate of the expenditure required to settle the present obligation at the balance sheet date. Asset retirement obligations are recorded as liabilities with a corresponding increase to the carrying amount of the associated long-lived assets. Subsequently, the asset retirement costs are amortized over the remaining useful life of the asset. The obligation is adjusted to reflect period-to-period changes in the liability resulting from the passage of time and for revisions to either the timing or the amount of the original estimate of the undiscounted cash flows or the discount rate.

Deferred revenue

Certain amounts are received pursuant to legislation, regulation or agreement and may only be used in the conduct of certain programs or in the delivery of specific services in transactions. These amounts are recognized as revenue in the fiscal year the related expenses are incurred, services are performed or when stipulations are met.

Severance and sick pay liability

An accrued liability for severance is recorded in the accounts for all eligible employees that have not elected to have their amount paid as of December 31, 2025. The elimination of accruing severance was approved as of the date of ratrification of the union contract.

An actuarially determined accrued liability has been recorded on the statements for non-vesting sick leave benefits. The cost of non-vesting sick leave benefits are actuarially determined using management's best estimate of salary escalation, accumulated sick days at retirement, long term inflation rates and discount rates.

Actuarial gains or losses are being amortized to the liability and the related expense straight-line over the expected average remaining service life of the employee group.

2 Significant Accounting Policies (cont'd.)

Inventories

Inventories held for sale are recorded at the lower of cost and net realizable value.

Inventories held for consumption are recorded at cost.

Average costing method is used.

Revenue recognition

Revenues are recognized as earned and when collection is reasonably assured. Property tax billings are prepared by the Town based on assessed values of the respective property. Tax rates are approved annually by Council.

Government grants and transfers are recognized as revenue in the financial period in which the events give rise to the transfer occurring, providing the transfers are authorized, any eligibility criteria have been met including performance and return requitements, and reasonable estimates of the amounts can be determined.

Use of estimates

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Items requiring significant estimates include the useful life of tangible capital assets, rates of amortization, impairment of assets and allowances for doubtful accounts, accrued sick pay and accrued severance.

Estimates are based on the best information available at the time of preparation of the financial statements and are reviewed annually to reflect new information as it becomes available. Measurement uncertain exists in these financial statements. Actual results could differ from these estimates. By their nature, these estimates are subject to measurement uncertainty and the effect on the financial statements of changes in such estimates in future periods could be significant.

Financial instruments

The Town considers any contract creating a financial asset, liability or equity instrument as a financial instrument, except in certain limited circumstances. The Town accounts for the following as financial instruments:

- cash and cash equivalents
- receivables
- payables and accruals
- payables to NLHC
- long-term debt

2 Significant Accounting Policies (cont'd.)

Financial instruments (cont'd)

A financial asset or liability is recognized when the Town becomes party to contractual provisions of the instrument.

The Town initially measures its financial assets and financial liabilities at fair value adjusted by, in the case of a financial instrument that will not be measured subsequently at fair value, the amount of transaction costs directly attributable to the instrument.

The Town subsequently measures its financial assets and financial liabilities at cost or amortized cost.

Financial assets measured at fair value include cash and cash equivalents. Financial assets measured at cost include receivables.

Financial liabilities measured at cost include payables and accruals, payables to NLHC and long-term debt.

The Town removes financial liabilities, or a portion of, when the obligation is discharged, cancelled or expires.

Financial assets measured at cost are tested for impairment when there are indicators of impairment. Previously recognized impairment losses are reversed to the extent of the improvement provided the asset is not carried at an amount, at the date of the reversal, greater than the amount that would have been the carrying amount had no impairment loss been recognized previously. The amounts of any write-downs or reversals are recognized in net annual surplus.

3 Cash and cash equivalents

	2025	2024
Cash	**$ 4,120,233**	$ 4,171,532
Restricted cash deposits		
Federal gas tax fund	**29,036**	951,456
	$ 4,149,269	$ 5,122,988

4 Amounts receivable

	2025	2024
Property tax	**$ 381,548**	$ 479,632
Business tax	**130,720**	107,605
HST Rebate	**480,644**	439,375
Other	**2,876,196**	915,900
	3,869,108	1,942,512
Less allowances for doubtful amounts	**(307,404)**	(308,485)
	$ 3,561,704	$ 1,634,027

5 Payables and accruals

	2025	2024
Trade payable	**$ 2,716,958**	$ 1,192,399
Accrued interest	**44,818**	49,788
Accrued wages - regular	**513,467**	404,555
- overtime	**40,101**	18,525
	$ 3,315,344	$ 1,665,267

6 Deferred revenue

	2025	2024
Trailway relocation	**$ 22,766**	$ 22,766
Grading deposits	**77,900**	41,400
Landscaping deposits	**115,244**	115,244
Subdivision security deposit	**-**	8,625
Subdivision development fee deposits	**62,672**	52,898
Gas tax	**-**	822,024
Land lease	**3,864**	3,864
Loan payment from province	**11,366**	11,366
Freedom village recreation fee	**8,798**	8,798
Pledged lots in trust	**99,200**	99,200
Elizabeth drive sidewalk	**4,298**	4,298
Memorial Bench	**-**	2,003
Provincial Gas Tax	**-**	24,493
Fire protection 9 Wing	**-**	5,833
Food Cycler	**-**	300
Provincial Grant - policing report	**56,040**	-
Provincial Grant - wheelchair lift	**696**	-
Tourism Funding Sound Equipment	**33,472**	-
HHH New Beginnings	**67,576**	-
Wildland Fires Grant	**15,000**	-
Housing Accelerator Fund	**1,728,297**	1,052,915
	$ 2,307,189	$ 2,276,027

7 Long Term Debt

	2025	2024
Bank loans:		
3.71 % unsecured; repayable $27,517 monthly, including interest; maturing July, 2030	**$ 1,389,989**	$ 1,674,318
2.58 % unsecured; repayable $25,967 monthly, including interest; maturing July, 2026	**1,619,622**	1,885,496
2.7 % unsecured; repayable $15,250 monthly, including interest; maturing June, 2027	**268,901**	442,097
2.60 % unsecured; repayable $26,140 monthly, including interest; maturing June, 2030	**1,329,674**	1,604,882
3.12 % unsecured; repayable $21,715 monthly, including interest; maturing July, 2045	**3,803,449**	3,942,989
3.39 % unsecured; repayable $21,371 monthly, including interest; maturing May, 2028	**594,732**	826,734
2.86 % unsecured; repayable $12,910 monthly, including interest; maturing June, 2029	**515,704**	653,724
3.48 % unsecured; repayable $31,080 monthly, including interest; maturing June, 2044	**5,084,402**	5,276,776
2.45 % unsecured; repayable $3,589 monthly, including interest; maturing July, 2031	**695,862**	721,542
2.05 % unsecured; repayable $22,527 monthly, including interest; maturing July, 2031	**1,425,334**	1,663,623
4.20 % unsecured; repayable $2,791 monthly, including interest; maturing June, 2032	**398,236**	414,672
4.20 % unsecured; repayable $7,924 monthly, including interest; maturing June, 2032	**1,130,896**	1,177,571
4.59 % unsecured; repayable $20,390 monthly, including interest; maturing August, 2027	**1,403,346**	1,579,206
5.291 % unsecured; repayable $7,479 monthly, including interest; maturing August, 2033	**564,692**	622,877
5.291 % unsecured; repayable $22,692 monthly, including interest; maturing August, 2033	**1,713,317**	1,889,856

7 Long Term Debt (cont'd)

	2025	2024
5.251 % unsecured; repayable $4,117 monthly, including interest; maturing August 2043	**$ 568,104**	$ 587,130
5.251 % unsecured; repayable $5,069 monthly, including interest; maturing August, 2043	**699,394**	722,817
4.101% unsecured; repayable $4,840 monthly, including interest; maturing September, 2034	**426,376**	466,074
4.101% unsecured; repayable $3,837 monthly, including interest; maturing September, 2034	**601,694**	622,600
4.30% unsecured; repayable $5,427 monthly, including interest; maturing October, 2029	**525,024**	-
4.54% unsecured; repayable $5,703 monthly, including interest; maturing October, 2029	**896,176**	-
	$ 25,654,924	$ 26,774,984

The aggregate amount of principal payments estimated to be required in each of the next five years is as follows:

	Total Amount
2026	$ 4,017,450
2027	$ 3,417,724
2028	$ 2,031,385
2029	$ 3,030,100
2030	$ 1,522,200
Thereafter	$ 11,636,065

8 Contingent liabilities

The Town is currently operating a Class B landfill site. Closure costs include final covering and landscaping of the landfill and implementation of drainage and gas management plans. Post closure care requirements include cap maintenance, groundwater monitoring, gas management system operations, inspections and annual reports.

To date the Town has not been able to estimate these costs of remediation of its landfill site and consequently no liability is reflected in the financial statements.

It is the Town's understanding that the provincial government will provide the required funding for the remediation, which also has not been reflected in these financial statements.

9 Financial instruments

The Municipality, as part of its operations, carries a number of financial instruments. The fair value of a financial instrument is the amount of consideration that could be agreed upon in an arm's length transaction between knowledgeable, willing parties who are under no compulsion to act. The Municipalities financial instruments consist of cash, accounts receivable, payables and accruals, payable to NLHC and long term debt. Cash and receivables are initially measured at fair value and subsequently at amortized cost. Payables and accruals are classified as other financial liabilities and are initially measured at fair value and subsequently at amortized cost. The carrying values of the Municipalities financial instruments approximate the fair values. Unless otherwise noted, it is management's opinion that the Municipality is not exposed to significant currency, credit or liquidity risks. The Municipality is exposed to interest rate risk. The following analysis provides a measure of the Municipality's risk exposure and concentrations at December 31, 2025.

Interest rate risk

Interest rate risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Municipality is exposed to interest rate risk on its interest-bearing liabilities including long-term debt.

The Town reduces its exposure to interest rate risk by regularly monitoring published bank prime interest rates which have been relatively stable during the year. There was no significant change in exposure from the prior year.

10 Budget

In accordance with the Province of Newfoundland and Labrador's Municipalities Act, every council must adopt a financial plan for each fiscal period in a form approved by the minister. The financial plan is prepared on a revenue and expenditure basis that does not meet the recommendations of PSAS. For comparative purposes, the Town has modified its financial plan to prepare a budget that is consistent with the scope and accounting principles used to report the actual results. The budget figures used in these financial statements have been approved by Council.

The reconciliation between the Town's cash based financial plan and the PSAS accrual based budget figures used in these statements is disclosed in Schedule 5 - Reconciliation of the Financial Plan to the Budget.

11 Employee future benefits

Future employee benefits related to accrued sick obligations have been calculated based on an actuarial valuation completed on December 31, 2024 and extrapolated to December 31, 2025. Severance obligations are no longer calculated by the actuary and no longer accumulate as of the new contract effective May 16, 2022. The assumptions are based on future events. The economic assumptions used in the valuation are the Town of Gander's best estimates of expected rates as follows:

The net expenses for the Town's defined contribution plan is as follows:

	2025	2024
Wages and salary escalation	**3.00%**	3.00%
Interest	**4.35%**	4.30%

Based on actuarial valuation of the liability, at December 31, 2025 the results for sick leave are:

	2025	2024
Accrued sick pay obligation December 31	**$ 672,826**	$ 657,946
Current period benefit cost	**51,525**	59,131
Benefit payments	**(71,130)**	(74,678)
Interest on the accrued benefit obligations	**24,572**	30,427
Actuarial losses	**(3,617)**	-
Accrued sick pay obligation at December 31	**$ 674,176**	$ 672,826

A reconciliation of the accrued benefit liability and the accrued benefit obligation is as follows:

	2025	2024
Accrued benefit liability December 31	**$ 672,826**	$ 657,946
Benefit cost - current year	**72,480**	89,558
Less contributions - current year	**(71,130)**	(74,678)
Less unamortized actuarial gains	**(89,471)**	(46,853)
Accrued benefit obligation December 31	**$ 584,705**	$ 625,973

12 Demand loan

The Town has a demand loan available with its bank. At December 31, 2025 there was $30,000 (2024 - $1,510,000) outstanding. The interest rate on this demand loan is prime plus 0.50%.

13 Inventories for Use

	2025	2024
Asphalt	**$ 1,372**	$ 494
Calcium	**1,878**	1,620
Chlorine	**1,254**	1,720
Cold patch	**765**	954
Cylinders	**25,603**	34,989
Curb stop	**7,005**	5,705
Fuel	**9,529**	11,732
Gravel	**-**	4,531
Hydrants	**6,330**	6,754
Machinery parts	**99,072**	175,327
Office and cleaning supplies	**15,036**	13,036
Oils/fluids	**8,179**	16,425
Paint	**4,634**	7,029
Salt	**202,602**	190,571
Sand	**88**	2,854
Soda ash	**1,465**	13,586
Stand pipe and rods	**1,741**	1,370
Sulphur	**2,015**	-
Topsoil	**281**	-
	$ 388,849	$ 488,697

14 Land held for sale

	2025	2024
Balance, beginning of year	**$ 449,217**	$ 596,664
Land sold during the year	**(90,746)**	(147,447)
Balance, end of year	**$ 358,471**	$ 449,217

During 2000, Newfoundland and Labrador Housing Corporation conveyed 154.85 hectares of land to the Town at no cost. At the time of transfer this land was valued by NLHC at $5,005,080. The conditions of this transfer requires the Town to pay to NLHC 50% of the NLHC valuation of the applicable land sold up to a maximum of $2,502,540. As at December 31, 2025 the balance payable to NLHC is $172,502 (2024 - $207,145).

15 Comparative figures

Certain comparative figures have been reclassified from those previously presented to conform to the presentation of the 2025 financial statements.

TOWN OF GANDER

SCHEDULE 1

SCHEDULE OF TANGIBLE CAPITAL ASSETS

December 31, 2025

	General Capital Assets					Infrastructure		Totals	
	Land	Land Improvements	Buildings	Vehicles and Equipment	Computer Hardware and Software	Roads and Streets	Water and Sewer	2025	2024
Cost									
Opening costs	$ 653,463	$ 29,293,868	$ 37,159,887	$ 26,077,643	$ 1,752,044	$ 48,072,810	$ 40,732,964	$ 183,742,679	$ 172,209,908
Additions during the year	-	84,638	493,122	1,465,454	-	3,501,538	2,233,775	7,778,527	11,729,829
Disposals and write downs	-	-	-	-	-	618,683	158,209	776,892	197,058
Closing costs	653,463	29,378,506	37,653,009	27,543,097	1,752,044	50,955,665	42,808,530	190,744,314	183,742,679
Accumulated Amortization									
Opening accumulated amortization	-	6,212,188	12,309,686	15,747,275	1,103,236	29,710,422	18,408,698	83,491,505	78,118,983
Amortization	-	1,165,121	1,015,692	1,364,976	119,009	1,583,106	714,495	5,962,399	5,543,677
Disposals and write downs	-	-	-	-	-	507,396	111,286	618,682	171,155
Closing accumulated amortization	-	7,377,309	13,325,378	17,112,251	1,222,245	30,786,132	19,011,907	88,835,222	83,491,505
Net book value of tangible capital assets	$ 653,463	$ 22,001,197	$ 24,327,631	$ 10,430,846	$ 529,799	$ 20,169,533	$ 23,796,623	$ 101,909,092	$ 100,251,174

TOWN OF GANDER **SCHEDULE 2**

SCHEDULE OF REVENUES
Year Ended December 31, 2025

	2025 Actual	2024 Actual
Taxation		
Property tax	**$ 10,379,960**	$ 9,943,704
Business tax	**3,267,205**	3,086,747
Water and sewer tax	**2,580,888**	2,423,425
Water and sewer tax residential	**2,344,041**	2,322,448
Utility tax	**846,277**	818,578
Grants in lieu of taxes	**939,943**	898,734
Penalties and interest	**110,460**	86,635
	20,468,774	19,580,271
Sales of goods and services		
Recreation and cultural services	**568,649**	518,388
Transportation services	**827**	6,373
Protective Services	**142,204**	121,679
Regional Planning & Development	**-**	1,000
Other sales of goods and services	**252,382**	217,478
	964,062	864,918
Grants and transfers		
Government of Canada		
Capital grant	**461,308**	184,898
Other federal revenue	**530,103**	16,057
Government of Newfoundland and Labrador		
Provincial gas tax grant	**97,975**	97,975
Municipal capital grant	**3,262,603**	960,411
Gax tax revenue	**1,136,297**	470,297
Other provincial grants and/or subsidies	**18,960**	6,099
	5,507,246	1,735,737
Investment income		
Interest from Investments	**274,110**	405,443
Other revenue		
Loss on sale of tangible capital assets	**(155,334)**	(13,739)
Loss on disposal of land held for resale	**(56,103)**	(49,681)
Sale of real estate held for sale	**574,926**	88,144
Rent	**330,367**	-
Capital donations	**-**	124,787
Miscellaneous	**10,609**	7,981
	704,465	157,492
Total Revenue	**$ 27,918,657**	$ 22,743,861

TOWN OF GANDER **SCHEDULE 3**

SCHEDULE OF EXPENSES

Year Ended December 31, 2025

	2025 Actual	2024 Actual
General government services		
Legislative	**$ 346,819**	$ 331,218
Common services	**1,823,271**	1,403,242
General administrative	**2,474,158**	2,372,764
Governance	**734,363**	570,575
	5,378,611	4,677,799
Protective services		
Fire	**2,095,027**	2,015,107
Animal and pest control	**15,829**	10,829
Municipal enforcement	**303,357**	285,550
Other protective services	**90,219**	91,010
	2,504,432	2,402,496
Transportation services		
Road, street and sidewalk maintenance	**3,003,943**	3,082,545
Snow removal	**1,165,342**	992,820
Street lighting	**291,390**	281,794
Traffic services	**62,002**	64,791
Other transportation services	**1,027,126**	1,066,125
	5,549,803	5,488,075
Environmental health services		
Water supply	**2,267,425**	2,187,269
Sewage collection and disposal	**2,202,349**	2,146,572
Garbage and waste collection and disposal	**1,036,935**	969,431
	5,506,709	5,303,272
Regional planning and development		
Planning and zoning	**91,179**	93,214
Community improvement and development	**167,474**	101,413
Tourism and marketing	**282,179**	252,463
	540,832	447,090
Recreation and cultural services		
Recreation administration	**293,620**	283,260
Skating and curling rinks	**1,356,228**	1,290,098
Parks and playgrounds	**1,489,390**	1,130,827
Other recreation and cultural services	**545,552**	504,569
	3,684,790	3,208,754
Fiscal Services		
Long-term debt interest	**901,813**	937,181
Provision for uncollectible taxes, fees and charges	**19,531**	26,486
Other debt charges	**23,421**	20,935
	944,765	984,602
Total Expenses	**$ 24,109,942**	$ 22,512,088

TOWN OF GANDER **SCHEDULE 4**

STATEMENT OF OPERATIONS BY PROGRAM

Year Ended December 31, 2025

	General Government		Protective Services		Transportation Services		Environmental Health Services	
	2025	2024	**2025**	2024	**2025**	2024	**2025**	2024
REVENUE								
Taxation	**$ 20,468,774**	$ 19,580,271	**$ -**	$ -	**$ -**	$ -	**$ -**	$ -
Sales of goods and services	**252,382**	217,478	**142,204**	121,678	**827**	6,373	**-**	-
Grants and transfers	**1,680,975**	568,272	**19,460**	-	**764,056**	685,566	**2,453,280**	69,541
Investment income	**274,110**	405,443	**-**	-	**-**	-	**-**	-
Other revenue	**704,465**	24,724	**-**	-	**-**	-	**-**	-
Total revenue	**23,380,706**	20,796,188	**161,664**	121,678	**764,883**	691,939	**2,453,280**	69,541
EXPENSES								
Personnel services	**3,205,282**	3,078,147	**1,781,806**	1,759,337	**2,251,565**	2,235,719	**942,984**	896,771
Contract services	**1,112,297**	590,478	**4,450**	4,690	**-**	-	**-**	-
Utilities	**131,307**	125,656	**78,899**	68,905	**308,906**	297,933	**925,158**	869,419
Maintenance materials and supplies	**247,207**	237,444	**166,821**	182,830	**895,021**	869,249	**592,067**	591,800
Grants and contributions	**11,733**	11,140	**9,233**	4,652	**-**	-	**-**	-
Amortization	**228,704**	246,496	**406,418**	326,866	**2,053,549**	2,030,676	**1,976,849**	1,985,646
Accrued sick pay	**1,350**	14,880	**-**	-	**-**	-	**-**	-
Interest on long-term debt	**-**	-	**-**	-	**-**	-	**-**	-
Other	**440,731**	373,558	**56,805**	55,216	**40,762**	54,498	**1,069,651**	959,636
Total expenses	**5,378,611**	4,677,799	**2,504,432**	2,402,496	**5,549,803**	5,488,075	**5,506,709**	5,303,272
Surplus (Deficit)	**$ 18,002,095**	$ 16,118,389	**$ (2,342,768)**	$ (2,280,818)	**$ (4,784,920)**	$ (4,796,136)	**$ (3,053,429)**	$ (5,233,731)

CONSOLIDATED STATEMENT OF OPERATIONS BY PROGRAM
Year Ended December 31, 2025

	Regional Planning and Development		Recreation and Cultural Services		Fiscal Services		Total	
	2025	2024	**2025**	2024	**2025**	2024	**2025**	2024
REVENUE								
Taxation	**$ -**	$ -	**$ -**	$ -	**$ -**	$ -	**$ 20,468,774**	$ 19,580,271
Sales of goods and services	**-**	1,000	**568,649**	508,388	**-**	-	**964,062**	854,917
Grants and transfers	**50,000**	-	**539,475**	412,358	**-**	-	**5,507,246**	1,735,737
Investment income	**-**	-	**-**	-	**-**	-	**274,110**	405,443
Other revenue	**-**	-	**-**	132,770	**-**	-	**704,465**	157,494
Total revenue	**$ 50,000**	$ 1,000	**$ 1,108,124**	$ 1,053,516	**$ -**	$ -	**$ 27,918,657**	$ 22,733,862
EXPENSES								
Personnel services	**$ 362,768**	$ 351,826	**$ 1,563,991**	$ 1,443,738	**$ -**	$ -	**$ 10,108,396**	$ 9,765,538
Contract services	**91,053**	5,257	**240**	240	**-**	-	**1,208,040**	600,665
Utilities	**972**	967	**177,823**	144,034	**-**	-	**1,623,065**	1,506,914
Maintenance materials and supplies	**62,422**	68,702	**465,140**	475,568	**-**	-	**2,428,678**	2,425,593
Grants and contributions	**-**	-	**111,863**	124,474	**-**	-	**132,829**	140,266
Amortization	**5,120**	5,120	**1,291,761**	948,874	**-**	-	**5,962,401**	5,543,678
Accrued sick pay (inc)	**-**	-	**-**	-	**-**	-	**1,350**	14,880
Interest on long term debt	**-**	-	**-**	-	**901,813**	937,179	**901,813**	937,179
Other	**18,497**	15,218	**73,972**	71,826	**42,952**	47,424	**1,743,370**	1,577,376
Total expenses	**$ 540,832**	$ 447,090	**$ 3,684,790**	$ 3,208,754	**$ 944,765**	$ 984,603	**$ 24,109,942**	$ 22,512,089
Surplus (Deficit)	**$ (490,832)**	$ (446,090)	**$ (2,576,666)**	$ (2,155,238)	**$ (944,765)**	$ (984,603)	**$ 3,808,715**	$ 221,773

TOWN OF GANDER **SCHEDULE 5**

RECONCILIATION OF THE FINANCIAL PLAN TO THE BUDGET

Year Ended December 31, 2025

	Financial Plan	Amortization (TCA)	Interest Expense	Transfers	PSAS Budget
REVENUE					
Taxation	$ 20,520,575	$ -	$ -	$ -	**$ 20,520,575**
Sales of goods and services	562,075	-	-	-	**562,075**
Grants and transfers	661,988	-	-	6,797,207	**7,459,195**
Investment income	200,000	-	-	-	**200,000**
Other revenue	335,900	-	-	-	**335,900**
Total revenue	22,280,538	-	-	6,797,207	**29,077,745**
EXPENSES					
General government services	5,207,672	246,496	-	-	**5,454,168**
Protective services	2,232,675	326,866	-	-	**2,559,541**
Transportation services	3,747,654	2,030,676	-	-	**5,778,330**
Environmental health services	3,502,526	1,985,646	-	-	**5,488,172**
Regional planning and development	534,175	5,120	-	-	**539,295**
Recreation and cultural services	2,361,315	948,874	-	-	**3,310,189**
Fiscal services:					
Capital expenditures	878,572	-	-	(878,572)	**-**
Debt charges	3,992,039	-	(2,981,500)		**1,010,539**
Total expenses	22,456,628	5,543,678	(2,981,500)	(878,572)	**24,140,234**
Surplus (Deficit)	$ (176,090)	$ (5,543,678)	$ 2,981,500	$ 7,675,779	**$ 4,937,511**

Provincial Advocacy Agenda 2026-2030

Date adopted:

Resolution #:

Review schedule: Annually or as required

Date amended:

Purpose

As part of the implementation of the Town's 2026-2030 Strategic Plan, Council identified the action to **"Establish a formal advocacy agenda approved by Council."** Administration has developed the following Provincial Advocacy Agenda to help fulfill that commitment. The proposed agenda establishes Council's priority areas for engagement with the Government of Newfoundland and Labrador and is intended to guide advocacy efforts, government relations activities, and discussions with Ministers, MHAs, provincial departments, agencies, and strategic partners.

Tier 1: Immediate Advocacy

Tier 1 includes active priorities requiring provincial decisions, funding, implementation or formal engagement.

1. Regional Event and Active Living Infrastructure

Desired Outcome

Secure provincial partnership and funding to advance Phase 1 of the Regional Event and Active Living Infrastructure Plan at the Steele Community Centre.

Advocacy Focus

- Secure provincial participation in project funding and support efforts to access federal funding.
- Advance planning for an integrated campus involving the Steele Community Centre and Joseph R. Smallwood Arts and Culture Centre.
- Proceed with detailed design and costing for the Phase 1 components.
- Position the project as regional recreation, tourism, health and economic infrastructure.

Strategic Importance

The project will address facility capacity constraints and strengthen Gander's ability to host sporting events, tournaments, conferences and cultural activities. The Town has demonstrated its commitment through project planning, approved municipal funding and the Tourism Accommodation Tax.

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2. Trans-Canada Highway Planning and Regional Connectivity

Desired Outcome

Establish a coordinated provincial-municipal planning process for the future of the Trans-Canada Highway corridor through Gander.

Advocacy Focus

- Assess options for the existing corridor, targeted improvements, possible rerouting or bypass considerations.
- Evaluate the potential impacts on safety, existing businesses, community access and future development.
- Address highway-access constraints affecting development along the existing corridor.
- Establish an ongoing working relationship with the Department of Transportation and Infrastructure.
- Finalize the Town's position before advocating for a specific highway solution.

Strategic Importance

The Town is preparing a position and government relations strategy on the future of the TCH corridor. Decisions related to highway planning, access and potential rerouting will have long-term implications for existing businesses, investment, tourism, community growth and Gander's role as a regional service centre.

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3. Atlantic Wildfire Centre

Desired Outcome

Ensure the Atlantic Wildfire Centre is fully implemented in Gander and developed as a permanent regional hub for wildfire management, training and emergency response.

Advocacy Focus

- Confirm the scope, schedule and delivery plan for the Gander facility.
- Ensure provincial commitments related to infrastructure, staffing, equipment and training are fulfilled.
- Strengthen Gander's role in provincial and interprovincial wildfire response.
- Integrate the Centre with local and regional emergency planning.

Strategic Importance

Gander already hosts the Provincial Forest Protection Centre, Air Services and Water Bomber Fleet. The Atlantic Wildfire Centre builds on these assets and will strengthen emergency preparedness, create specialized employment and reinforce Gander's role in aviation and emergency response.

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4. Regional Air Ambulance and Emergency Medical Transportation

Desired Outcome

Ensure Gander has a significant and permanent operational role within the provincial air and road ambulance system.

Advocacy Focus

- Confirm the implementation plan and timeline for resources based in Gander.
- Secure a meaningful role for Gander in fixed-wing, low-acuity and future helicopter services.
- Confirm facility, aircraft, crew and clinical-support requirements.
- Ensure transparent reporting on implementation and provincial commitments.
- Position Gander's airport and regional healthcare services as key parts of the provincial patient transportation network.

Strategic Importance

Gander's central location, airport infrastructure and regional healthcare role make it well suited to support emergency medical transportation. Provincial commitments already refer to resources based in Gander. Council's focus is to ensure those commitments result in a clearly defined and lasting operational presence.

Tier 2: Strategic Growth

Tier 2 includes priorities requiring continued policy development, provincial partnership and investment to support community growth and regional sustainability.

5. Housing Supply and Community Supports

Desired Outcome

Secure provincial investment and partnership to expand housing options and strengthen community supports for residents with a range of housing needs.

Advocacy Focus

- Increase Newfoundland and Labrador Housing Corporation investment in Gander.
- Advance the New Beginnings project.
- Support affordable, accessible, supportive, transitional and emergency housing.
- Strengthen mental health, addictions, outreach and housing-stability services.

- Coordinate provincial programs with the Town's housing initiatives.

Strategic Importance

The Town has made progress in supporting new housing development, but provincial involvement remains necessary in public housing, supportive housing and wraparound services. A coordinated approach is needed to address the full housing continuum and support residents with complex needs.

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6. Regional Health Services

Desired Outcome

Maintain and strengthen James Paton Memorial Regional Health Centre as a full-service regional hospital serving Gander and Central Newfoundland.

Advocacy Focus

- Protect core regional hospital services.
- Support recruitment and retention of healthcare professionals.
- Strengthen regional emergency, surgical, obstetrical, mental health, renal and other services.
- Advance aging, rehabilitation and stroke-care capacity.
- Ensure provincial health planning recognizes Gander's regional role.

Strategic Importance

Strong regional healthcare services are essential to quality of life, population growth, workforce attraction and regional sustainability. Council's advocacy should focus on maintaining existing services while identifying opportunities to strengthen care available in Gander.

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7. Tourism Strategy Implementation and Destination Growth

Desired Outcome

Secure provincial partnership to implement the Gander Tourism Strategy 2026-2030 and strengthen Gander as a year-round destination.

Advocacy Focus

- Identify priority actions from the Tourism Strategy requiring provincial support.
- Advance tourism products, visitor experiences, wayfinding and destination infrastructure.
- Expand year-round event, sport, meeting and cultural tourism.
- Strengthen collaboration with communities and tourism partners across Central Newfoundland.
- Align provincial funding and marketing opportunities with the Town's priorities.

Strategic Importance

Council has accepted the Tourism Strategy as the Town's direction for future tourism development. Gander's location, accommodations, airport access, event-hosting capacity and role as a regional

gateway provide a strong platform for growth. The focus should now move from strategy development to implementation.

Tier 3: Long-Term Economic Development

Tier 3 includes emerging opportunities requiring longer-term positioning, infrastructure readiness and coordinated partnerships.

8. Aerospace, Aviation and Defence Growth

Desired Outcome

Position Gander as a priority location for provincial aerospace, aviation and defence investment.

Advocacy Focus

- Support development of airside infrastructure, including hangar and aircraft-support capacity.
- Position Gander for maintenance, repair, logistics, training and defence-support opportunities.
- Strengthen collaboration among Gander International Airport, 9 Wing Gander, provincial Air Services, industry and training providers.
- Coordinate provincial and federal advocacy on infrastructure and investment opportunities.
- Identify specific projects that can be advanced.

Strategic Importance

Gander has established aviation infrastructure, military and emergency-response operations, training capacity and private-sector expertise. These assets provide a strong foundation for future aerospace and defence growth, but the priority must be translated into specific, investment-ready opportunities.

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9. Gander Lake Protection and Responsible Development

Desired Outcome

Establish a joint provincial-municipal process to review development limitations around Gander Lake while maintaining drinking-water and environmental protections.

Advocacy Focus

- Clearly identify the lands, regulations and development limitations requiring review.
- Confirm the provincial studies and approvals that would be required.
- Explore responsible development opportunities that maintain source-water protection.
- Separate Gander Lake land-use issues from TCH access matters.
- Develop a clear municipal position before advancing a specific development request.

Strategic Importance

Access to developable land will affect the Town's long-term ability to accommodate residential, commercial and recreational growth. Before advancing a specific proposal, the Town must clearly define the constraints, environmental considerations and provincial decisions requiring review.

Implementation

Administration will maintain a Provincial Advocacy Agenda Implementation Tracker to identify next actions, ownership, timelines, advocacy activities, and progress related to each priority. The Advocacy Agenda will be reviewed annually and may be amended by Council as provincial priorities, opportunities, and community needs evolve.