



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:

Brad Hefford, Chief Administrative Officer

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 m² 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

Arthritis Awareness Month September 2026

WHEREAS, Nationwide community support has been critical throughout Arthritis Society Canada's 78-year history, enabling the organization to fulfill its mission to fight the fire of arthritis with research, advocacy, innovation, information and support.

WHEREAS, Arthritis is a serious disease that causes debilitating pain, restricts mobility and diminishes quality of life. More than six million people in Canada – 1 in 5 – live with the brutal realities of arthritis every day and there is no cure. It is the leading cause of disability in Canada and costs our economy \$45.9 billion in healthcare expenses and lost productivity. Without a greater spotlight on this growing issue, the number of people in Canada with arthritis will rise to nine million by 2045.

WHEREAS, During Arthritis Awareness Month this September, we will raise awareness, mobilize and engage communities to understand the devastating impact of arthritis, and stand with us to fight for an arthritis-free future.

We recognize the work underway and have developed a nationwide action plan, *Arthritis Action Now: The Plan to End Arthritis*, Canada's first actionable, coordinated strategy to prevent, better treat, and ultimately cure arthritis through advocacy efforts and research investments.

WHEREAS, Arthritis Society Canada is Canada's national charity dedicated to extinguishing arthritis for good.

Proclaimed this 2nd day of September 2026.

Percy Farwell
Mayor, Town of Gander



300 – 220 Bay Street, Toronto, ON M5J 2W4 | arthritis.ca
Charitable Number: 10807 1671 RR0003





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

Council Present:

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

Staff Present:

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

Regrets:

1. CALL TO ORDER

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

2. LAND ACKNOWLEDGEMENT

Mayor Farwell delivered the Land Acknowledgement.

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

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

3. APPROVAL OF AGENDA

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

Resolution: **26-199**

Moved By Deputy Mayor Pollett

Seconded By Councillor Handcock

THAT the agenda for August 12, 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)

4. APPROVAL OF PREVIOUS MINUTES

4.1 July 15, 2026 - Regular Meeting of Council

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

Resolution: **26-200**

Moved By Councillor Woodford

Seconded By Councillor Lidstone

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

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

Carried (7 to 0)

5. BUSINESS ARISING FROM PREVIOUS MINUTES

6. STANDING COUNCIL BUSINESS

6.1 Governance and Legislative Services

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

a. Vendor Permit Locations

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

b. Highway Traffic Act/Off-Road Vehicles Act

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

c. Appointment of MEO Coordinator

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

Resolution: **26-201**

Moved By Deputy Mayor Pollett

Seconded By Councillor Handcock

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

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

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

Carried (7 to 0)

d. Municipalities Newfoundland and Labrador Items

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

e. Municipal Assessment Agency - Correspondence

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

6.2 Planning and Public Works

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

a. 2026 Spring Cleanup Report

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

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

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

b. Home Based Business - 82 Rowsell Boulevard

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

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

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

Resolution: **26-202**

Moved By Councillor Lidstone

Seconded By Councillor Hancock

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

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

Carried (5 to 0)

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

c. Public Works Departmental Report

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

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

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

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

d. Planning Departmental Report

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

e. Call2Recycle - Battery Recycling Program

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

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

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

f. Variance Request - 113 Memorial Drive

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

Resolution: **26-203**

Moved By Councillor West

Seconded By Councillor Abbott

THAT the application to construct a garage at 113 Memorial Drive, with a height of 6.05 metres, be approved, subject to all conditions outlined in the permit.

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

Carried (7 to 0)

g. Variance Request - 11 Lacey Place

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

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

Resolution: **26-204**

Moved By Councillor West

Seconded By Deputy Mayor Pollett

THAT the application to construct a garage at 11 Lacey Place with a height of 6.05 metres be approved, subject to all conditions outlined in the permit.

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

Carried (7 to 0)

h. HAF Applications - Funding Requests

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

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

Resolution: **26-205**

Moved By Councillor West

Seconded By Deputy Mayor Pollett

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

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

Carried (7 to 0)

Resolution: **26-206**

Moved By Councillor West

Seconded By Councillor Lidstone

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

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

Carried (7 to 0)

i. Update to Home-Based Business License

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

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

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

Resolution: **26-207**

Moved By Councillor West

Seconded By Councillor Abbott

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

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

Carried (7 to 0)

j. 7 Tully Place - Home Based Business

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

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

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

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

k. Development Application - 271 Magee Road

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

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

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

I. Development Application - 220 Baird Place

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

Resolution: **26-208**

Moved By Councillor West

Seconded By Councillor Handcock

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

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

Carried (7 to 0)

Resolution: **26-209**

Moved By Councillor West

Seconded By Deputy Mayor Pollett

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

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

Carried (7 to 0)

m. Property Concerns Update - 12 Quimby Place

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

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

6.3 Community Services

The Community Services Report was presented by Councillor Woodford.

a. Upcoming Events

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

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

Aug 15: Gander Revolution hosting the U9 Jamboree.

Aug 17 - Sept 2: Impact Summer Hockey Camp

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

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

Aug 22: Gander Revolution hosting the U7 Jamboree.

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

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

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

b. RCMP Musical Ride

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

c. Trail and Playground Requests

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

d. Tourism Advisory Committee Terms of Reference

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

Resolution: **26-210**

Moved By Councillor Woodford

Seconded By Deputy Mayor Pollett

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

attached.

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

Carried (7 to 0)

e. Community Partnerships Revenue-Sharing Agreement Policy

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

Resolution: **26-211**

Moved By Councillor Woodford

Seconded By Councillor Abbott

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

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

Carried (7 to 0)

f. Athletic Field Drop off/Entrance Gate

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

g. 2026 Festival of Flight

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

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

6.4 Corporate Services

The Corporate Services Report was presented by Councillor Abbott.

a. Group Insurance Interest Charges

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

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

Resolution: **26-212**

Moved By Councillor Abbott

Seconded By Deputy Mayor Pollett

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

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

Carried (7 to 0)

b. 2026 Street Resurfacing

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

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

Resolution: **26-213**

Moved By Councillor Abbott

Seconded By Councillor Lidstone

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

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

Carried (7 to 0)

c. Property Tax Reduction

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

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

Resolution: **26-214**

Moved By Councillor Abbott

Seconded By Deputy Mayor Pollett

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

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

Carried (7 to 0)

d. Heavy Vehicles to be Tendered

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

will be outlined in the tender documents.

6.5 Public Safety and Protective Services

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

a. NLAFS Convention

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

b. July Statistics

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

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

c. Howe Street Pole Line Update

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

6.6 Communications, Engagement and Strategy

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

a. Town Logo - Request for Permission to Reproduce

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

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

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

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

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

7. ADMINISTRATION

8. CORRESPONDENCE

9. NEW BUSINESS

The New Business report was presented by Councillor Handcock.

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

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

Resolution: **26-215**

Moved By Councillor Handcock

Seconded By Deputy Mayor Pollett

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

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

Carried (7 to 0)

Resolution: **26-216**

Moved By Councillor Handcock

Seconded By Deputy Mayor Pollett

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

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

Carried (7 to 0)

Resolution: **26-217**

Moved By Councillor Handcock

Seconded By Councillor Abbott

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

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

Carried (7 to 0)

10. ADJOURNMENT

Mayor Farwell requested a motion for adjournment.

Resolution: **26-218**

Moved By Councillor Woodford

Seconded By Deputy Mayor Pollett

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

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

Carried (7 to 0)

P. Farwell, Mayor

A. Oldford, Town Clerk



**TOWN OF
GANDER**

ACCESSORY BUILDING BY-LAW

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

ACCESSORY BUILDING 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.

ACCESSORY BUILDING BY-LAW

- (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

ACCESSORY BUILDING BY-LAW

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 10m² 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 70m². For every percentage greater than 55m², minimum sideyard, rearyard and building separations shall be increased proportionately in residential zones. There shall be a sideyard and rearyard minimum of 1.0m for accessory buildings in non-residential zones. Where non-residential properties are directly adjacent to residential zones, the abutting sideyard and/or rearyard will increase to 3m.
- 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.

ACCESSORY BUILDING BY-LAW

- ~~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 adjoining 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 Policies set out in the Municipal Plan/Development Regulations.

ACCESSORY BUILDING BY-LAW



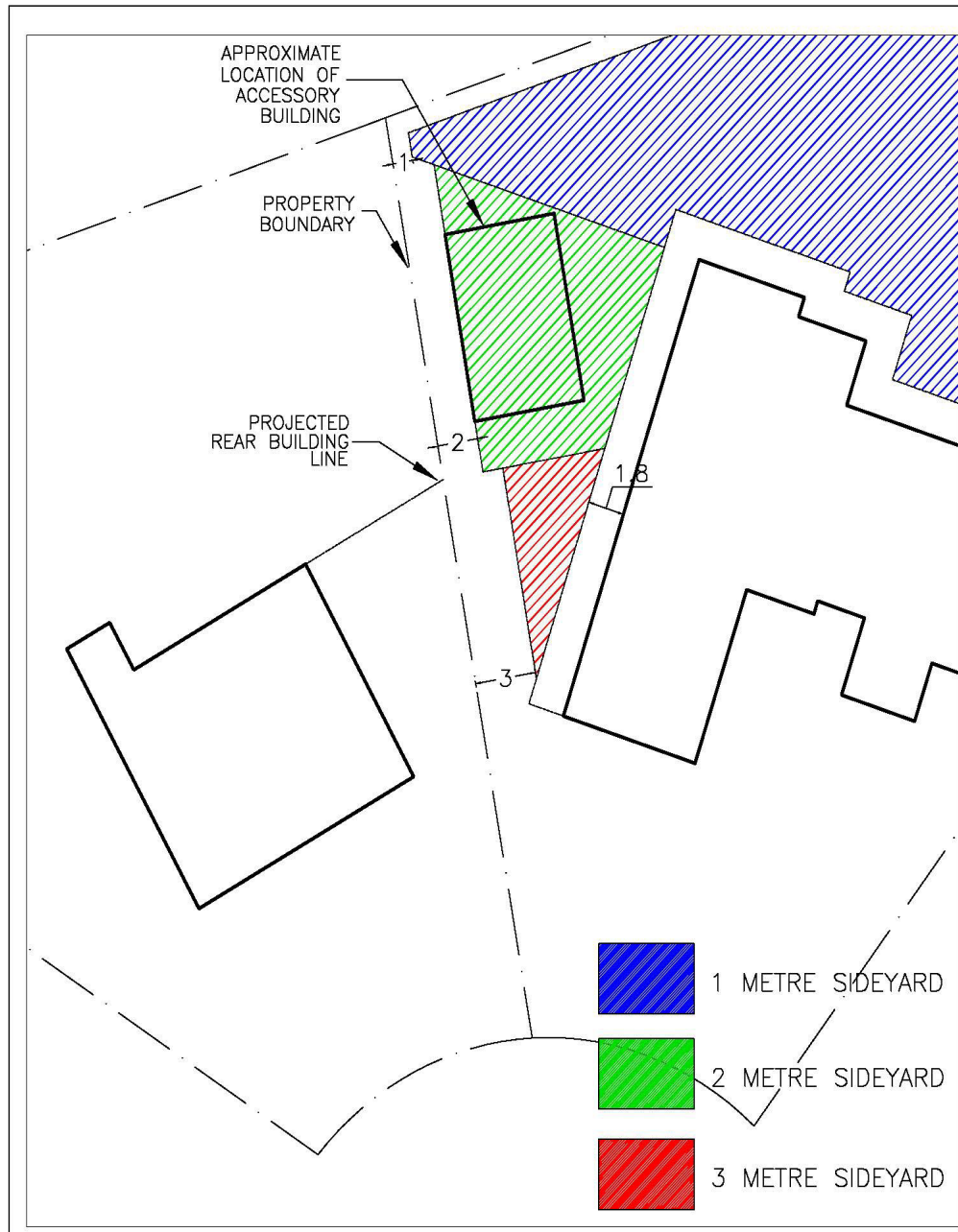
Drawing Title:	Drawn By:	Scale:
ACCESSORY BUILDING- EXISTING REGULATIONS	JUSTIN COLLINS	1:500
Date:	Drawing Number:	
08/03/2021	21-1018-1R	

ACCESSORY BUILDING BY-LAW



Drawing Title: ACCESSORY BUILDING- PROPOSED REGULATION IMPACTS	Drawn By: JUSTIN COLLINS	Scale: 1:500
Date: 08/03/2021	Drawing Number: 21-1018-2R	

ACCESSORY BUILDING BY-LAW



Drawing Title:

ACCESSORY BUILDING—
PROPOSED REGULATION

Drawn By:

JUSTIN COLLINS

Scale:

1:250

Date:

05/03/2021

Drawing Number:

21-1018-3R

ACCESSORY BUILDING BY-LAW

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.

ACCESSORY BUILDING BY-LAW

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.

Policy Title: Municipal Facility Sponsorship and Signage Policy	Classification: ☒ Formal Policy of Council ☐ Operational Procedures ☐ Service Standard Public Impact: ☒ Yes ☐ No Signature of Approval: _____ Date: _____
Implementation Date:	
Review Date: August 31, 2029	
Issuing Department: Governance	
Objective To establish a fair and consistent process for community organizations wishing to conduct fundraising activities within Town of Gander recreation and community facilities through a revenue-sharing arrangement. This policy supports community partnerships while ensuring municipal facilities continue to receive financial support for ongoing operations, maintenance, and future improvements.	
Purpose and Application This policy is intended to: • Support community participation in Town facilities and initiatives; • Establish how fundraising and advertising revenue will be managed; • Clarify the roles of external groups and the Town; • Protect the Town's financial, legal, operational, and reputational interests; and • Ensure that Council retains final authority over Town property, facilities, projects, funds, and expenditures.	
Accommodation The Town of Gander is committed to providing accessible, inclusive, and welcoming facilities and services. Organizations participating in fundraising activities under this policy shall comply with applicable accessibility and human rights requirements and cooperate with reasonable accommodation measures to ensure individuals can participate and access Town facilities without unnecessary barriers.	
Responsibilities Authority: Council will be responsible for policy approval. Accountable: Chief Administrative Officer. Responsible: Department head to bring forward suggestions, recommendations for edits, modifications or policy developments. Responsible: Management to review policy for cross-departmental and organizational impacts. Responsible: Assigned staff to maintain and ensure accurate updates and distribution of policy amendments.	

Consulted: Public agencies, utility providers, legal counsel and technical professionals may be consulted where required.

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

Informed: Applicable staff and public.

Definitions

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

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

Council: The elected Council of the Town of Gander.

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

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

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

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

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

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

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

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

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

Values

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

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

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

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

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

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

Policy Guidelines

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

1.0 Scope

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

2.0 Eligible Organizations

The following groups may participate under this policy:

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

3.0 Excluded Organizations

This policy does not apply to:

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

4.0 General Principles

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

5.0 Eligibility Requirements

Organizations must;

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

6.0 Incorporated Non-Profit Organizations

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

- The organization may collect and receive approved fundraising, sponsorship, and advertising revenue;
- All funds shall be deposited into an account under the control of the incorporated non-profit Organization;
- No funds shall be deposited into the personal account of a member, volunteer, or Representative;
- The organization shall maintain complete and accurate financial records;
- Only direct fundraising expenses approved in advance by the Town may be deducted before the proceeds are divided;
- The remaining net proceeds shall be divided as follows:
 - 50% retained by the incorporated non-profit organization; and
 - 50% remitted to the Town of Gander;
- The Town's portion shall be remitted at the intervals specified in the approval or written agreement;
- The organization shall provide a financial statement showing:
 - Gross revenue;
 - Approved expenses;
 - Net proceeds;
 - The amount retained by the organization; and
 - The amount payable to the Town;
- The organization's retained portion shall be used for purposes consistent with its non-profit objectives and any conditions established by the Town; and
- The Town may require proof of incorporation and confirmation that the organization remains in good standing.

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

7.0 Unincorporated Groups

Where the approved group is not incorporated:

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

All funds received by the Town shall remain subject to:

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

8.0 Naming Rights and Permanent Signage

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

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

- Council approval;
- Approval of the proposed name or wording;
- Approval of the design and location;
- Confirmation of the duration of the recognition;
- Confirmation of maintenance and replacement responsibilities; and
- Written agreement where required by the Town.

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

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

9.0 Projects, Purchases and Improvements

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

Statement of Jurisdiction

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

Appeals/Review Process

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

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

APPENDIX A
POLICY AMENDMENTS AND RESOLUTIONS OF COUNCIL

Amendments and Resolutions

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