

The Town of Gambo

A regular meeting of the Town Council of Gambo was held on May 29th, 2017 at the Walsh House, Gambo.

Minutes of the regular meeting of the Town of Gambo held on May 29th, 2017 at the Walsh House, Gambo.

Members in Attendance

Mayor Peter Lush
Councillor Fred Jeans
Councillor Sonja Denobrega
Councillor Scott Pritchett
Councillor Minnie Osmond
Lorne Greene – Town Clerk/Manager
Wendy McDonald – Administration Clerk
Youth Representative – Jenna Pritchett

Members Absent

Deputy Mayor Darren Dyke
Councillor Craig Lush

Mayor Lush called the meeting to order at 4:36 pm

Motion: 17-05-29-90 (S. Denobrega/M. Osmond) to approve the minutes of May 8th, 2017, as presented.

In Favor: Mayor P. Lush
Councillors S. Denobrega, M. Osmond, F. Jeans and S. Pritchett
Opposed: 0
Abstaining: 0
Motion Carried

Business Arising from the Minutes:

Central Seniors Development would like to close Paul's Hill to traffic in late May for two (2) days as they will be conducting work at 373 J.R. Smallwood Blvd. at the Central Seniors Development Building.

The date of the closure has not yet been confirmed.

New Business:

Correspondence:

Department of Tourism, Culture, Industry and Innovation	May 3 2017	I	\$8170.00 Received for SEDCOR for Operational Support for Community and Regional Heritage Organizations CEDP
SAM Stewardship Association of Municipalities Inc.	April 25/17	I	Reminder of Upcoming Annual General Meeting in Torbay NL, June 2 & 3, 2017

Hospitality NL & Labrador	May 8/17	I	NL Hospitality Decal sent out to display with access to the logo for use on our materials.
Town of Glovertown	May 5/17	I	Municipal Fire Protection Mutual Aid Agreement
Association for New Canadians	May 16/17	I	Diversity Symposium 2017. First time held in Gander, usually held in St. John's. Invitation for council to attend. They are asking all councillors around the loop to attend. The Mayor from CWT is speaking.
The Gander & Area Chamber of Commerce	May 18/17	I	Calendar of Events for the period of June-December 2017
Department of Municipal Affairs and Environment	May 15/17	I	The request for funding for financial assistance for the position of Regionalized Regulations Officer has been denied.
Health & Safety Policy Statement	May 18/17	A	The annual review and signing of the Health & Safety Policy.
Return to Work Policy	May 18/17	A	The annual review and signing of the Return to Work Policy.
Broadening Horizons	May 18/17	A	Non- profit group that offers employment to adults with developmental disabilities in the recycling business. Conducting an informal session on how to grow the business and opportunities in surrounding communities.
Gander and Area Chamber of Commerce	May 24/17	A	Annual Golf Tournament Saturday June 17, 2017

Mayor Lush asked if the \$8170.00 Received for SEDCOR for Operational Support for Community and Regional Heritage Organizations CEDP was the same amount as past years. The Town Clerk/Manager indicated that it has been the same for the past 4 or 5 years. The difference is a loss of a \$5000.00 grant that the government abolished last year to most Visitor Information Centres across the Island.

It was confirmed that Councillor Jeans is registered to attend the SAM Convention in Torbay, NL, June 2nd & 3rd, 2017.

Health & Safety Policy Statement

Motion: 17-05-29-91 (S. Denobrega/S. Pritchett) to approve the Annual Health & Safety Policy Statement for 2017.

In Favor: Mayor P. Lush
Councillors S. Denobrega, M. Osmond, F. Jeans and S. Pritchett

Return to Work Policy

Motion: 17-05-29-92 (S. Denobrega/M. Osmond) to approve the Annual Return to Work Policy for 2017.

In Favor: Mayor P. Lush
Councillors S. Denobrega, M. Osmond, F. Jeans and S. Pritchett

Broadening Horizons action item is a program Gambo does not participate in. No action required at this time.

Gander and Area Chamber of Commerce's Annual Golf Tournament on Saturday, June 17, 2017. We do not send Council Members to this event. No action required at this time.

Committee Reports:

Finance: S. Pritchett

Purchase of Defibrillator – Fire Department

A request for funding has been submitted to the Heart and Stroke Foundation for the purchase of the defibrillator requested from the Fire Department. The quotes have been obtained for the purchase of the required Defibrillator. It was decided to wait to receive decision of the application for funding before proceeding with purchase.

Bank Reconciliation

Motion: 17-05-29-93 (S. Pritchett/S. Denobrega) to approve the Bank Reconciliation for the month of April in the amount of \$171,143.37.

In Favor: Mayor P. Lush
Councillors S. Denobrega, M. Osmond, F. Jeans and S. Pritchett
Opposed: 0
Abstaining: 0
Motion Carried

Contract for the David Smallwood Park for the 2017 Season

Motion: 17-05-29-94 (S. Pritchett/S. Denobrega) to approve the contract for the 2017 Tourism Season for the David Smallwood Park to Raymond Mahoney.

In Favor: Mayor P. Lush
Councillors S. Denobrega, M. Osmond, F. Jeans and S. Pritchett
Opposed: 0
Abstaining: 0
Motion Carried

Household Hazardous Waste Collection 1- Day Cost Estimate

Motion: 17-05-29-95 (S. Pritchett/S. Denobrega) to approve the cost estimate for Household Hazardous Waste Collection on June 10th, 2017 in the amount of \$ 1496.67

In Favor: Mayor P. Lush
Councillors S. Denobrega, M. Osmond, F. Jeans and S. Pritchett
Opposed: 0
Abstaining: 0
Motion Carried

2015 Gambo Fire Department Financial Statement

Motion: 17-05-29-96 (S. Pritchett/S. Denobrega) to approve the 2015 Gambo Fire Department Financial Statements

In Favor: Mayor P. Lush

Councillors S. Denobrega, M. Osmond, F. Jeans and S. Pritchett
Opposed: 0
Abstaining: 0
Motion Carried

2016 Gambo Fire Department Financial Statement

Motion: 17-05-29-97 (S. Pritchett/S. Denobrega) to approve the 2016 Gambo Fire Department Financial Statements.

In Favor: Mayor P. Lush
Councillors S. Denobrega, M. Osmond, F. Jeans and S. Pritchett
Opposed: 0
Abstaining: 0
Motion Carried

2016 Town of Gambo Financial Statement

Motion: 17-05-29-98 (S. Pritchett/S. Denobrega) to approve the 2016 Town of Gambo Financial Statements.

In Favor: Mayor P. Lush
Councillors S. Denobrega, M. Osmond, F. Jeans and S. Pritchett
Opposed: 0
Abstaining: 0
Motion Carried

A/R Adjustments

Motion: 17-05-29-99 (S. Pritchett/S. Denobrega) to approve A/R Adjustments in the amount of \$1981.58.

In Favor: Mayor P. Lush
Councillors S. Denobrega, M. Osmond, F. Jeans and S. Pritchett
Opposed: 0
Abstaining: 0
Motion Carried

Vendor Aged Trial Balance

Motion: 17-05-29-100 (S. Pritchett/S. Denobrega) approval of the Aged Trial Balance in the amount of \$18,112.79.

In Favor: Mayor P. Lush
Councillors S. Denobrega, M. Osmond, F. Jeans and S. Pritchett
Opposed: 0
Abstaining: 0
Motion Carried

Accounts Payable Cheque Register

Motion: 17-05-29-101 (S. Pritchett/S. Denobrega) approval of the Cheque Register in the amount of \$74,940.76.

In Favor: Mayor P. Lush
Councillors S. Denobrega, M. Osmond, F. Jeans and S. Pritchett
Opposed: 0
Abstaining: 0
Motion Carried

Payroll Cheque Register

Motion: 17-05-29-102 (S. Pritchett/S. Denobrega) approval of the Payroll Cheque Register in the amount of \$30,654.13.

In Favor: Mayor P. Lush
Councillors S. Denobrega, M. Osmond, F. Jeans and S. Pritchett
Opposed: 0
Abstaining: 0
Motion Carried

Annual Expenditure Report – Gas Tax

Motion: 17-05-29-103 (S. Pritchett/S. Denobrega) approval of the Annual Expenditure Report for Gas Tax Funds of 2016.

In Favor: Mayor P. Lush
Councillors S. Denobrega, M. Osmond, F. Jeans and S. Pritchett
Opposed: 0
Abstaining: 0
Motion Carried

Public Works: D. Dyke

Correspondence from a concerned resident regarding A No Shoot Zone along Gambo River has been discussed with the Department of Wildlife. The Department of Wildlife agreed to patrol the area and a conversation with the concerned resident stressed the patrol needs to begin at 5 a.m. Mayor Lush instructed the Town Clerk/Manager to write a follow up letter to the Department of Wildlife.

Gambo Pond Resource Road has been a concern from the residents of the Gambo Pond area. The area of concern are not roads maintained by the Town of Gambo but belong to the Department of Fisheries and Land Resources. A discussion with the Department of Fisheries and Land Resources informed the Town Clerk/Manager that this year is the leanest of years for road repair and because the road is a designated Forestry Road, it was stated that as long as a Forestry Truck is able to access the road, the road will not be upgraded. Vallard will grade the road by June 10th, 2017 and that will be the conclusion of the road grading obligation from Vallard.

Waste Water Study Report

Motion: 17-05-29-104 (M. Osmond/S. Denobrega) approval of the Revised Waste Water Study Report.

In Favor: Mayor P. Lush
Councillors S. Denobrega, M. Osmond, F. Jeans and S. Pritchett
Opposed: 0
Abstaining: 0
Motion Carried

Spring Clean up week started May 23rd – May 26th, 2017, Tire Removal was held on May 27th, 2017. This was conducted and the Town Yard received approximately 50 tires. June 10th in conjunction with CNWM, a Household Hazardous Waste Collection will be held at the Town Yard from 10 am. – 2 p.m.

Business application for 352 J.R. Smallwood Blvd. was received into the Town Hall. The mandatory Public Notice was posted for the Business Application for the required 7 days with no public concerns received. The concern from council is parking and access to the business. Further information from the proposed owner is needed with instruction on describing a more detailed land development including building placement on property, access to business and parking.

An application for a business at 490 J.R. Smallwood Blvd., an automotive repair business, conducting light automotive repair and tow shop was received and approved by Council in 2015. Council tabled and approval was granted for a convenience store with a drive through at the same business address. Further clarity from the business owner is needed and a clause on what will be stored outside the business or on the property.

Land for sale on Crosses Road is being reviewed for a potential property owner to build two residential homes. Currently the land is not accessible to town sewer. The required land space needed for a personal septic design is 15,000 sq. ft. The potential buyer is taking on the burden of proof before purchase of the land and will update the Town Hall with the findings.

Recreation: / S. Denobrega

No Report

Fire Dept: D. Dyke

No Report

Animal Control:

No Report

Administration: S. Denobrega/S. Pritchett

The request for funding for a shared services position of Animal Control Officer between Gambo and Glovertown was denied by the Department of Municipal Affairs and Environment. The plan is to meet with Glovertown and see if a shared services position can materialize between the 2 communities, with consideration for reduced hours and shared expenses.

Funding was approved for 2 JCP, Festivals and Events positions with the Town and the postings for the positions have been posted throughout the town and on social media.

SEDCOR interviews will be conducted with Councillor Jeans, Town Clerk/Manager and the VIC/SIC Coordinator.

Inside Workers 2015 Contract - The Contract states by percentage 5-3-2 (2015-2016-2017) and should read 5-3-3 (2015-2016-2017) for a wage increase.

Motion: 17-05-29-105 (S. Denobrega/S. Pritchett) approval to amend the 2015 Inside Workers Contract, to correct the typo in the contract.

In Favor: Mayor P. Lush

Councillors S. Denobrega, M. Osmond, F. Jeans and S. Pritchett

Opposed: 0

Abstaining: 0

Motion Carried

Waste Management

Clean up week was scheduled for the week of May 23rd – May 26th, 2017. The metals were originally due to be picked up by an independent business, this did not transpire and therefore the town workers are picking up all metals in town and are working the week of May 29th – June 2nd, 2017 to complete the task of clean up week.

SEDCOR: F. Jeans

Chase the Ace Lottery has finished for this session with a winner receiving \$10190.00
SEDCOR has a meeting scheduled for June 27th, 2017. An emergency meeting will be called this week to discuss the Chase the Ace Lottery. The discussion around the lottery will include an additional lottery going ahead and also the decision of which project will be taken on with the proceeds from the previous lotteries. Some suggestions were Walking Trail to Doloman's Point, A Roof on the Rink, Outdoor Exercise Equipment. A suggestion is to look at building something with ACOA as ACOA has funding available that may be upwards of a 20/80 split on a project approved by ACOA.

Festivals/Events: S. Denobrega

No Report.

OH&S: / M. Osmond

Next Meeting scheduled for the end of June.

Town Manager's Report:

The David Smallwood Park is open for the 2017 Season. The Department of Land Resources did an inspection of the Park and according to the new regulations for inspections of Municipal Parks. We have to purchase Backpack Pumps for the park as we need 2 Pumps for every 10 prepared sites, we have 4 and 6 more were ordered.

There was a meeting with MHA John Haggie on Friday May 19, 2017. On the Agenda was the Capital Works Application for 2017-2018 including the paving of Centennial Road and the RFP for the Waste Water Treatment.

Mayor Lush and I met with Exploits Engineering Consultants regarding the renovations to the Town Hall. We anticipate the project to start in August and to be completed in the early winter months. The Old Town Hall will be completed first and we will move there in September after the renovations are complete. Copies of the drawings are in the office for review.

I had an email from a lady in Ladle Cove regarding a student that they will be hiring for the summer. The student will provide opportunity for all ages through performances, workshops and sing-along's. She will be here in Gambo on Fridays. We are going to advertise it as a Cultural Experience for our tourists and work it through the Smallwood Interpretation Centre. The program is expected to last approximately 7 weeks. They are requesting a small donation for travel expenses.

The JCP for the Festival has been approved with 2 participants for 22 weeks with \$6600.00 overhead. We have submitted a funding application to host the Antique Car Show on August 28th, 2017. We are meeting on a regular basis to work through the details. The biggest concern is parking, the suggestion is to close Riverview Drive with all the cars parked along one side of the street and we have also asked the Gambo Fire Department for additional help with the parking the day of the show.

We have received monies from the Thanksgiving Rainstorm. We received monies for the Engineer Report from DMG Consulting Ltd. As well, in the claim we are going to be replacing the culverts in Stephen's Road with larger ones, with approximately \$9,000-\$10,000 available in funding. DMG Consulting Ltd is currently working on this. There was no money given for the trail system on Pioneer Street.

Mayor's Report:

Correspondence was received regarding the New Town Office, Work Services and Transportation want a 3rd Party Estimate, this estimate will cost approximately \$10,000.00. The query is who is responsible for the payment of this estimate. This could hold up the Starting and the Completion of the New Town Hall for quite a long time, if a decision is not made quickly.

Concerns:

Centennial Road needs to be paved.

Councillor Osmond attended the Regional Economic Profile Study on May 23 2017 in CWT.

Councillor Osmond reported back that the meeting was very informative Dr. Alvin Simms was the guest speaker and the meeting was from 6:30-8:30 with a lot of information given during this time.

The decision was to contact the participating town's Town Manager's with the next scheduled meeting date.

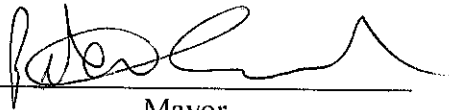
Class "A" Gravel was placed on Sandy Road and it was a good job done, and Crosses Road still needs to be done as per 2016 commitment.

The Town Clerk/Manager, asked the question, as the question was proposed to him, should all non-profit groups have the same stipulations and the Food Vendors at the Festival, including a Health Certificate and Insurance?

Motion: 17-05-29-106 (S. Pritchett/ S. Denobrega) that the meeting be adjourned at 5:40 p.m.

In Favor: Mayor P. Lush
Councillors S. Denobrega, M. Osmond, F. Jeans and S. Pritchett

Opposed: 0
Abstaining: 0
Motion Carried

Signature 
Mayor

Signature 
Town Clerk/Manager