

The Town of Gambo

A regular meeting of the Town Council of Gambo was held on July 10th, 2017 at the Walsh House, Gambo.

Minutes of the regular meeting of the Town of Gambo held on July 10th, 2017 at the Walsh House, Gambo.

Members in Attendance

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

Members Absent

Councillor Scott Pritchett

Mayor Lush called the meeting to order at 4:32 pm

Motion: 17-07-10-117 (C. Lush & F. Jeans) to approve the minutes of June 12th, 2017 as presented.

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

Business Arising from the Minutes:

Back pack pumps have been purchased, inventoried and placed at the David Smallwood Park as required by the inspection conducted by the Department of Natural Resources.

The request for funding for the defibrillators has not been awarded yet. It was suggested that, if the funding was not successful that SEDCOR donate the monies needed to purchase the defibrillator.

Mayor Lush attended the Office of the Mayor meeting in Gander on June 6th, 2017. Mayor Lush reported that there were 23 Municipalities in attendance which in Mayor Lush's opinion was a great show of support. The big issue discussed, was not so much the lack of physician's in the area but the lack of attracting Specialists at James Paton Memorial Hospital which services Central Newfoundland. They are in the process of arranging meetings with Municipalities and Central Health.

A proposal for a residential home at 169 J.R. Smallwood has not been received.

**New Business:
Correspondence:**

Council Meeting Correspondence			
Received from	Received on	I / A	Details
Advanced Education, Skills and Labour	June 20/17	I	The application for student summer employment was denied, due to budget. The number of applications received far exceeded the available budget.
Municipal Assessment Agency Inc.	June 21/17	I	The board of directors met on June 8th, 2017. Issues addressed with the board within.
Town Office	June 23/17	A	New Garbage Collection Policy - To be reviewed and approved by Council
Department of Health	June 27/17	A	The Standard Health Guidelines for Not for Profit Organizations along with a copy of the Registration Form
Municipal Affairs and Environment	June 27/17	I	Annual Report for Drinking Water Safety in Newfoundland and Labrador 2016 is available in the office for review.
Central Newfoundland Waste Management	June 28/17	I	Financial Audit Statement for the year ended December 31 2016
Donna Pardy	June 29/17	I	Letter of Resignation from Donna Pardy as Secretary of SEDCOR
Tract Consulting	June 2/17	A	ACOA Proposal
Office	July 6/17	A	Municipal General Election
Easton Hillier Lawrence Innes	June 28/17	A	Purchase & Sale Agreement - Pine Tree Road
NL Volunteer Hall of Fame	July 6/17	I	Congratulations 9/11 Response Effort
Sherry Lane	July 6/17	I	Recreation Director's Report

Motion: 17-07-10-118 (F. Jeans & D. Dyke) to approve the Garbage Collection Policy

In Favor: Mayor P. Lush
Deputy Mayor D. Dyke
Councillors S. Denobrega, M. Osmond, F. Jeans, and C. Lush

Opposed: 0

Abstaining: 0

Motion Carried

The decision to have all Food Vendors including Non-Profit, e.g. churches, community groups, provide a Food Establishment Licence prior to selling food at the Town of Gambo Festival or Events was decided to be implemented as this would protect the safety of the residents and guests attending the Festival or Town Events. Due to the short notice it was also determined this

years' requirement would be deferred and that the Town Manager would issue a letter to all Community Organizations and on a go forward basis this would be mandatory for all 2018 and future events.

Motion: 17-07-10-119 (D. Dyke & F. Jeans) to approve revised ACOA Application for funding from Tract Consulting to Develop Tourism Infrastructure in the Town of Gambo.

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

In light of Donna Parady's recent resignation from SEDCOR as secretary, it was determined that a Thank you letter should be sent to Donna for her years of service on behalf of Council.

Motion: 17-07-10-120 (C. Lush & S. Denobrega) to approve Cindy Collins as the alternate returning officer for the Municipal Election for the Town of Gambo.

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

Motion: 17-07-10-121 (S. Denobrega & C. Lush) to approve September 5th, 2017 from 8a.m. – 8 p.m. as Nomination Day for the Town of Gambo's Municipal Election.

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

Motion: 17-07-10-122 (S. Denobrega & C. Lush) to approve September 16th, 2017 for the day of the Advanced Poll for the Municipal Election for the Town of Gambo.

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

The Election Day is on Tuesday September 26th, 2017.

The Voters List is currently being updated by one of the summer students and to date she has verified approximately 40% of the list.

Committee Reports:

Finance: C. Lush

The Committee for the Antique Car Show is asking Council for \$3500.00. Council determined at this time to have the committee revisit the budget.

Item: Carmanville Culture Program

Motion: 17-07-10-123 (C. Lush & S. Denobrega) to approve a donation of \$100.00 to help offset costs of Travel for the artist.

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

Item: Town Manager's Travel Claim

Motion: 17-07-10-124 (C. Lush & S. Denobrega) to approve a quarterly travel claim for the Town Manager in the amount of \$528.50

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

Bank Reconciliation

Motion: 17-07-10-125 (C. Lush & S. Denobrega) to approve bank reconciliation in the amount of \$225,756.90

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

A/R Adjustments

Motion: 17-07-10-126 (C. Lush & S. Denobrega) to approve A/R Adjustments in the amount of \$3126.23

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

Vendor Aged Trial Balance

Motion: 17-07-10-127 (C. Lush & S. Denobrega) approval of the Aged Trial Balance in the amount of \$35,631.23

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

Accounts Payable Cheque Register

Motion: 17-07-10-128 (C. Lush & M. Osmond) approval of the Cheque Register in the amount of \$38,164.76

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

Payroll Cheque Register

Motion: 17-07-10-128 (C. Lush & M. Osmond) approval of the Cheque Register in the amount of \$18,637.01

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

Public Works: D. Dyke

Business Application for the address of 352 J.R. Smallwood Blvd. is currently off the books due to the fact the building is too big for the parcel of land.

Item: Application at 490 J.R. Smallwood Blvd. to add seating and add Brewers Agent Licence to existing business.

Motion: 17-07-10-129 (D. Dyke & S. Denobrega) to approve the application at 490 J.R. Smallwood Blvd. for additional seating and the grant approval for an application of a Brewers Agent.

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

Opposed: 0

Abstaining: 1 (C. Lush)

Motion Carried

J.I. Pritchett was sent a letter informing that the Engineering Consultants working for J.I. Pritchett would review the joining of the roads Victoria and Bonaventure Avenue at their own expense.

J.I. Pritchett was notified of the decision to have the street named J.I. Pritchett Drive and were honored regarding the decision.

Item: Seasonal Vendor Permit for Row House Grill

Motion: 17-07-10-130 (D. Dyke & C. Lush) to approve the seasonal Vendor Permit for Row House Grill. Approval was given along with a stipulation that a Health Certificate and proof of insurance must be submitted prior to approval.

In Favor: Mayor P. Lush
Deputy Mayor D. Dyke
Councillors S. Denobrega, M. Osmond, F. Jeans, and C. Lush

Opposed: 0

Abstaining: 0

Motion Carried

The Pioneer Street extension was discussed regarding the concern about the location of the pole on the road reservation and the movement of the pole to allow access. It was reviewed by Scott Murphy Surveys and the pole does not prevent access in its present location. The extension of Pioneer Street will commence with the road but sewer and water will not be installed until further development is determined. During the discussion the concern of road right away was discussed.

Demolition of house at 208C J.R. Smallwood Blvd. was discussed and the outstanding concern is that the home is on an area of bog land and the demolition crew must be mindful of using the correct equipment so not to damage the surrounding properties and or the equipment.

Item: Purchase and Sale Agreement

Motion: 17-07-10-131 (D. Dyke & C. Lush) to approve the purchase and sale agreement between the Town Council of the Town of Gambo and #79429 NL Housing.

In Favor: Mayor P. Lush
Deputy Mayor D. Dyke
Councillors S. Denobrega, M. Osmond, F. Jeans, and C. Lush

Opposed: 0

Abstaining: 0

Motion Carried

Public Works was contacted by a resident looking for Council to expropriate land from a deceased resident. The matter has been sent to a lawyer for review. This would allow the resident to have a larger parcel of land to develop for business purposes.

Engineering Consultants recommending Effluent Testing of the sewer outfalls in the Town of Gambo have found a company to do the testing for a cost of \$1704 per year. This lab will be up and running in St. John's as of September 1st, 2017. Due to the lack of services to get overnight delivery of the water samples which is required in order for accurate testing, a decision was made to wait until September to begin testing.

Recreation: as per Sherry Lane, Recreation Director's Report

A total of \$40,260.25 has been awarded to the Recreation Program from various grants, funding programs and fund raising to help offset summer programs and summer student payroll.

Still awaiting approval in the amount of \$16,178.94 for additional programs and applications denied in the amount of \$39,000.00

Past events included playoff hockey pool, after school sports and the Canada Day Celebrations held on the Village Green.

Current events include a meeting with members of the Lions Club to discuss a proposed project from the Lions Club of a fully enclosed shelter at the Fun n Sun Park. The softball field is underway and plans to repaint the tennis courts to allow for tennis and pickleball. The Summer Recreation Program is being supervised by Assistant Director Contessa Taylor and there are currently 68 children registered.

Angela Goulding has been hired as the Events Planner and Cindy Stead as the Administrative Assistant and all Festival events planning are well underway. The Festival Committee is meeting weekly as the Festival is getting closer.

Fire Dept: D. Dyke

No Report

Animal Control: S. Denobrega

Five applicants were interviewed for the temporary position of Animal Control Officer. A decision was made to hire Todd Dicks and Todd begins July 11, 2017.

Administration: S. Denobrega

No Report

Waste Management

No Report

SEDCOR: F. Jeans

The long serving secretary Donna Pardy submitted her resignation. Wendy McDonald was nominated and has accepted the position of secretary and Baxter Collins was nominated and accepted the position of Vice-Chair of SEDCOR.

SEDCOR is currently researching a couple of projects within the community to spend the proceeds made from the Chase the Ace Funds.

The Heritage Committee has requested a display area in the new Town Hall to display artifacts and memorabilia that belong to the Town of Gambo. It was discussed that SEDCOR needs to make a list of the items for display along with dimensions of artifacts and the Town Manager could refer the information to the consultants to research the appropriate amount of space needed to display the items.

Festivals/Events: S. Denobrega

No pressing issues at this time with the festival, meeting on a weekly basis and everything seems to be falling into place.

The 2nd JCP Position was filled and the employee began work July 10th, 2017.

OH&S: / M. Osmond

A meeting was held on June 27th, 2017 with no outstanding issues. The committee is still working on revising the current Health & Safety Manual and Policies to meet the requirements for COR.

Town Manager's Report:

The Recreation books have not been submitted so that they can be audited for 2016. The plan is that Lori Mercer will do the Recreation Audit and meet with the Finance Committee the same day to review the 2016 Financials.

The Town Clerk/Manager attended a meeting in C-W-T relating to the Regional Government Model. It will be rolled out to the public in a series of Public Consultations in the fall.

There was another meeting of the Antique Car Show. There is 110 Vehicles with 170 people and 89 trailers.

There has been a student hired in the office for 6 weeks. She will be working on the voters list and other office related duties.

The Chlorine House Project is still ongoing. There has been a small delay due to the special order of brick facing that is required. As well, we will be having a change order due to the requirement of a booster pump needed.

The tender documents cost for the Town Hall Renovations are with the Department and currently under review. It looks as if they will forego the 3rd party estimate. It appears that it will take the rest of July to get the Department's approval to proceed to tender.

The Project for the trails and swimming pool is nearing completion. I extended two employees to do further work on the trail in Gambo South. I will be revising the budget and asking for another extension as there are monies left on the table.

Mayor's Report:

He has a concern about the Drovers Beach Party scheduled during the Smallwood Days Festival on Thursday, August 3rd, 2017. The amount of glass, broken bottles, garbage in and around the beach is a safety concern especially with the smaller children attending the festivities. A reminder to have staff patrol and clean the area prior to the event was discussed and scheduled. Council discussed the desire to own the property and a rejection to the town from the provincial government due to the fact that the area is now a designated Flood Plain since hurricane Igor.

Concerns:

D. Dyke's concern is the ongoing issue of bikes, quads, side by sides, driving fast and late at night without proper lighting. The RCMP has been contacted and the various roads were named as areas of concern, Bonaventure Avenue, Seaview Terrace, Riverview Drive, Park Road and Pinetree Road.

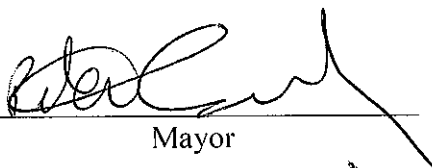
Motion: 17-07-10-132 (S. Denobrega & C. Lush) that the meeting be adjourned at 5:35 p.m.

In Favor: Mayor P. Lush
Deputy Mayor D. Dyke
Councillors S. Denobrega, M. Osmond, F. Jeans, and C. Lush

Opposed: 0

Abstaining: 0

Motion Carried

Signature 
Mayor

Signature 
Town Clerk/Manager