

The Town of Gambo

A regular meeting of the Town Council of Gambo was held on October 23rd, 2017 at the Smallwood Interpretation Centre, Gambo.

Minutes of the regular meeting of the Town of Gambo held on October 23rd, 2017 at the Smallwood Interpretation Centre, Gambo.

Members in Attendance

Mayor Dennis Lush
Deputy Mayor Darren Dyke
Councillor Barbara Pritchett
Councillor Nathan Philp
Councillor Mark Stockley
Councillor Craig Lush
Councillor Desiree Hopkins
Lorne Greene – Town Clerk/Manager
Wendy McDonald – Administration Clerk

Members Absent

Youth Representative – Jenna Pritchett

Visitors

Kevin Pritchett
David Pritchett
Janet Davis
Melanie Cardinal

Mayor Lush called the meeting to order at 7:30 pm

Motion: 17-10-23-174 (N. Philp & M. Stockley) to approve the minutes of October 11th, 2017 as presented.

In Favor: Mayor D. Lush
Deputy Mayor D. Dyke
Councillors B. Pritchett, N. Philp, M. Stockley, C. Lush, D. Hopkins
Opposed: 0
Abstaining: 0
Motion Carried

Motion: 17-10-23-175 (C. Lush & D. Dyke) to move to a privileged meeting at 7:39 p.m.

In Favor: Mayor D. Lush
Deputy Mayor D. Dyke
Councillors B. Pritchett, N. Philp, M. Stockley, C. Lush, D. Hopkins
Opposed: 0
Abstaining: 0
Motion Carried

Motion: 17-10-23-176 (C. Lush & D. Dyke) to move to a regular meeting at 7:48 p.m.

In Favor: Mayor D. Lush
Deputy Mayor D. Dyke
Councillors B. Pritchett, N. Philp, M. Stockley, C. Lush, D. Hopkins
Opposed: 0
Abstaining: 0

Motion Carried

Mayor Lush introduced the guests to council and had council introduce themselves to the guests.

Business Arising from the Minutes:

Errors or Omissions - Change the signing officers' motion to include all 4 signing officers and all 5 bank accounts.

Last Meeting a vote for Deputy Mayor took place and Councillor Dyke was voted unanimously as Deputy Mayor, there was not a motion put through to finalize the vote, therefore the vote was not official.

Motion: 17-10-23-177 (N. Philp & C. Lush) to declare Councillor D. Dyke as the Deputy Mayor of Gambo.

In Favor: Mayor D. Lush
Deputy Mayor D. Dyke
Councillors B. Pritchett, N. Philp, M. Stockley, C. Lush, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Town Hall renovations update from the Town Clerk/Manager. A letter to award the contract was placed in the mail today to the Town of Gambo. We are expecting to receive the letter later this week and a November 2017 start is still on track.

Meeting with the Minister of Transportation & Works and our MHA will continue to be an action item from the current council even though correspondence was received from Transportation & Works that every effort will be made this year to have shoulders of the roads complete.

Councillor Pritchett stated she attended the councillor training in Clarendville, she stated that it could have been over a 2 day period, there was a lot of information, and the session was all slides, no questions and no interaction. Mayor Lush and Councillors Philp, Hopkins and Stockley are scheduled for the Gander training.

New Business:

Council Meeting Correspondence			
Received from	Received on	I / A	Details
Dept. of Municipal Affairs & Environment	Oct 10/17	I	Capital Works Applications have been processed and successful applicants have been notified.

Museum Association of Newfoundland and Labrador	Oct 11/17	A	Annual General Meeting October 20 & 21st in St. John's at the Ramada Inn. Looking for someone to attend. Also, included is the Summer 2017 Newsletter - This is in the Town Office if someone wanted to review it.
Dept. of Municipal Affairs & Environment	Oct 11/17	I	A quote received from Hann's Electric (Pritchett's Trucking) in the amount of \$11,500.00 for culvert upgrades on Stephen's Road
Exploits Engineering Consultants Ltd.	Oct 12/17	I	Recommendation to award tender to Traytown Builders Ltd. for the Addition and Renovations to Town Office Building in the amount of \$721,827.18
The Duke of Edinburgh's International Award - Canada	Oct 13/17	A	Confirmation of attendance to the Gala on November 16th due by November 2, 2017
Premier's Forum on Local Government	Oct 16/17	A	The municipality of Gambo has been randomly chosen to send a representative to represent the Central region of Newfoundland and attend the Premier's Forum on November 1st in Corner Brook NL. Deadline to register is Wednesday October 25th. In the event no one can attend from Gambo another Municipality will be chosen.
Dept. of Municipal Affairs & Environment	Oct 17/17	I	A payment totaling \$45397.67 has been forwarded to the Town for the Year 12A Allocation for the Federal Gas Tax Allocation
House of Assembly Official Opposition Office	Oct 10/17	I	Letter of congratulations to Mayor Lush & Councillors.
Councillor Barbara Pritchett	Oct 17/17	A	Period of absence request from November 14 - December 10 2017. Request to participate in meeting via online.
Municipal Assessment Agency Inc.	Oct 20/17	A	Training in property assessment
Municipal Capital Works Funding Programs	Oct 19/17	I	Deadline for applications is November 30 2017 for the 2018-1019 Capital Works Funding Programs.

Correspondence:

The deadline date has passed for the Annual General Meeting of October 20 & 21st for the Museum Association of Newfoundland and Labrador.

The Duke of Edinburgh's Gala in November had interest from Councillor Philp and Mayor Lush to attend. Mayor Lush stated he was the principal of the school in Gambo at the time. Councillor Philp stated that he would remove himself for consideration of attending and further stated that he would like Mayor Lush to attend and thought Mayor Lush would represent the town in an exemplary manner.

The Premier's Forum is looking for a representative to attend, and it was discussed that since it was the day before the MNL Convention that either Mayor Lush or Councillor Lush attend as they would be in the Cornerbrook area already.

Councillor Barbara Pritchett requested to participate in one council meeting via online as she would be travelling out of the province.

Motion: 17-10-23-178 (D. Dyke & M. Stockley) approve the request of Councillor Pritchett to attend one council meeting during the period of November 14, 2017 – December 10, 2017 via online.

In Favor: Mayor D. Lush
Deputy Mayor D. Dyke
Councillors B. Pritchett, N. Philp, M. Stockley, C. Lush, D. Hopkins
Opposed: 0
Abstaining: 0
Motion Carried

Municipal Assessment training will not be attended by anyone in the Town of Gambo organization this session.

The Capital Works funding application was a point of discussion in the Public Works Committee meeting and will be further discussed during Committee Reports.

Committee Reports:

Finance: D. Dyke/M. Stockley

Item: Travel Claim

Motion: 17-10-23-179 (D. Dyke & N. Philp) to approve the travel claim for Councillor Stockley to attend the SAM Convention in Grand-Falls NL.

In Favor: Mayor D. Lush
Deputy Mayor D. Dyke
Councillors B. Pritchett, N. Philp, M. Stockley, C. Lush, D. Hopkins
Opposed: 0
Abstaining: 0
Motion Carried

Item: August Bank Statement

Motion: 17-10-23-179 (D. Dyke & D. Hopkins) to approve the August Bank Statement closing balance in the amount of \$203,653.34

In Favor: Mayor D. Lush
Deputy Mayor D. Dyke
Councillors B. Pritchett, N. Philp, M. Stockley, C. Lush, D. Hopkins

Opposed: 0
Abstaining: 0
Motion Carried

Item: September Bank Statement

Motion: 17-10-23-180 (D. Dyke & D. Hopkins) to approve the September Bank Statement closing balance in the amount of \$116,158.83

In Favor: Mayor D. Lush
Deputy Mayor D. Dyke
Councillors B. Pritchett, N. Philp, M. Stockley, C. Lush, D. Hopkins

Opposed: 0
Abstaining: 0
Motion Carried

Item: Travel Claim

Motion: 17-10-23-181 (D. Dyke & B. Pritchett) to approve the travel claim in the amount of \$138.00 for the Town Clerk/Manager to attend training for 2 Days in Gander, NL.

In Favor: Mayor D. Lush
Deputy Mayor D. Dyke
Councillors B. Pritchett, N. Philp, M. Stockley, C. Lush, D. Hopkins

Opposed: 0
Abstaining: 0
Motion Carried

Item: Travel Claim

Motion: 17-10-23-182 (D. Dyke & C. Lush) to approve the travel claim in the amount of \$634.31 for the Town Clerk/Manager travel allowance for July and August and September.

In Favor: Mayor D. Lush
Deputy Mayor D. Dyke
Councillors B. Pritchett, N. Philp, M. Stockley, C. Lush, D. Hopkins

Opposed: 0
Abstaining: 0
Motion Carried

Item: A/R Adjustments

Motion: 17-10-23-183 (D. Dyke & N. Philp) to approve the A/R Adjustments in the amount of \$140.08

In Favor: Mayor D. Lush
Deputy Mayor D. Dyke
Councillors B. Pritchett, N. Philp, M. Stockley, C. Lush, D. Hopkins

Opposed: 0
Abstaining: 0

Motion Carried

Item: Vendor Aged Trial Balance

Motion: 17-10-23-184 (D. Dyke & M. Stockley) to approve the Vendor Aged Trial Balance in the amount of \$34,658.73

In Favor: Mayor D. Lush
Deputy Mayor D. Dyke
Councillors B. Pritchett, N. Philp, M. Stockley, C. Lush, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Item: Accounts Payable Cheque Register

Motion: 17-10-23-185 (D. Dyke & C. Lush) to approve the Accounts Payable Cheque Register in the amount of \$123,290.93

In Favor: Mayor D. Lush
Deputy Mayor D. Dyke
Councillors B. Pritchett, N. Philp, M. Stockley, C. Lush, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Item: Payroll Cheque Register

Motion: 17-10-23-186 (D. Dyke & C. Lush) to approve Payroll Cheque Register in the amount of \$32,057.82

In Favor: Mayor D. Lush
Deputy Mayor D. Dyke
Councillors B. Pritchett, N. Philp, M. Stockley, C. Lush, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Public Works: C. Lush/M. Stockley

Mint Brook Camp would like to change the zoning from Public Use to Commercial. This will require the Town Clerk/Manager to post an advertisement in the town for a minimum period of one week.

XPLORNET COMMUNICATIONS INC. has chosen a new location to place the communications tower, which is 250 meters away from the original proposed location and is now out of the protective water shed. A discretionary notice will be placed for a minimum of one week in the Town of Gambo from the Town Clerk/Manager.

The demolition of 208 J.R. Smallwood has been deferred until further information is available, currently researching alternative way to reduce the cost of the demolition.

Capital Works Project for the funding application due on November 30th, 2017 was discussed and two main items were chosen.

1. Pump House on Pine Tree Road was discussed, the Town Foreman told Public Work Committee that it definitely needed a new variable speed pump and if the pump breaks down there will be no water in that area of town, it also currently is a safety issue because the pump is in a confined space. The cost of the project could be \$5000.00- \$10,000.00. The hill on Pine Tree Road has been washed out and also, needs to be repaired, there is 16 feet of pipe that is full of dirt and in order to do that a large portion of the road will need to be dug up and replaced.
2. Wastewater is the other topic of discussion, although a year of compliance has not been announced for municipalities, it will be a compliance item in the future. The thought was to craft a RFP for wastewater with engineer consultants. The only concern is to be mindful as there is a signed agreement with Wetlands to ensure that designated wetlands remains protected.

Item: Municipal Capital Works Funding Program

Motion: 17-10-23-187 (C. Lush & M. Stockley) to approve the project of crafting a Request for Proposal with an Engineer Consultant for the 2018-2019 Municipal Capital Works Project.

In Favor: Mayor D. Lush
Deputy Mayor D. Dyke
Councillors B. Pritchett, N. Philp, M. Stockley, C. Lush, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

The Central Newfoundland Waste Management meeting in Traytown on October 17th, 2017 was represented by Councillor Lush, he stated the meeting was approximately 2 hours in length and the main positive point was that there would be no fee increase for the next fiscal year.

Administration: D. Hopkins/D. Dyke

A review of the current contracts, outside workers are unionized and represented by CUPE their current contract is effective until 2019. Inside workers are non-union and employment contracts are signed with Council. The inside workers contract is effective until December 31, 2017.

Newly regulated office hours effective October 30th, 2017 will be that the Town Hall will be open from 8:30 a.m. – 4:30 p.m. and employees working in the Town Hall will rotate their lunch break to ensure office is open 8 hours per day.

Regulations Officer Job Description was discussed with a 50/50 split with Glovertown. No wage was yet discussed but would like the job to include Animal Control, and Bi-law enforcement, along with reviewing permits, enforcement of bi-laws and issuance of fines. A concern from Mayor Lush was that the cost of the position may not be in the budget for the town. Councillor

Philp thought it might be worth talking to Hare Bay again as they also have a new council and new Mayor and they may be interested in taking on some of the cost as well as reaping some of the rewards of the position.

Occupational Health & Safety: B. Pritchett/D. Hopkins

No Report

Economic Development: N. Philp/B. Pritchett

Vision Statement was made and is as follows: "to be the community's leader in supporting and promoting a healthy, growing and diversified economy"

The request for community volunteers for 3 additional members on the committee with one of the members being a SEDCOR representative.

Councillor Hopkins asked if councillors could volunteer for committees as a residential member and the thought was discussed and thought it best to leave the additional members as residents only.

Emergency Planning: D. Dyke / N. Philp

No Report

Regulations: D. Hopkins / C. Lush

During the election the community members who were paid as a poll clerk the amount of \$100.00 per day were paid according to a contract written 4 years ago. The poll clerks asked why they did not receive minimum wage. The Town Clerk/Manager who also contacted Glovertown, which is comparable to Gambo in population, to inquire to their wages for election employees was told that they paid their poll clerks \$150.50 per day which represented the \$10.75/hr which was the minimum wage at the date of the election on September 26th, 2017.

Item: Poll Clerk Wage

Motion: 17-10-23-188 (D. Hopkins & C. Lush) to approve the increase of the poll clerk wages from \$100.00 to \$ 150.50 per day.

In Favor: Mayor D. Lush
Deputy Mayor D. Dyke
Councillors B. Pritchett, N. Philp, M. Stockley, C. Lush, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Item: Returning Officer Wage

Motion: 17-10-23-189 (D. Hopkins & C. Lush) to approve the increase of the returning officer wages from \$200.00 to \$ 250.00 per day.

In Favor: Mayor D. Lush
Deputy Mayor D. Dyke
Councillors B. Pritchett, N. Philp, M. Stockley, C. Lush, D. Hopkins
Opposed: 0
Abstaining: 0
Motion Carried

Item: Deputy Returning Officer Wage

Motion: 17-10-23-190 (D. Hopkins & C. Lush) to approve the increase of the deputy returning officer wages from \$150.00 to \$200.00 per day.

In Favor: Mayor D. Lush
Deputy Mayor D. Dyke
Councillors B. Pritchett, N. Philp, M. Stockley, C. Lush, D. Hopkins
Opposed: 0
Abstaining: 0
Motion Carried

Previously the town employee who updated the voters list also received a wage of \$0.30 per name and \$ 0.15 per name for typing. Gambo's voter list had 1591 eligible voters, which is a total cost of \$715.96. The majority of this work was conducted by a student this year who's wages were covered by a student program to promote employment.

Item: Wages for Next Election

Motion: 17-10-23-191 (D. Hopkins & B. Pritchett) to honor the wages for election employees and to recognize the fee for typing and updating the voter's list.

In Favor: Mayor D. Lush
Deputy Mayor D. Dyke
Councillors B. Pritchett, N. Philp, M. Stockley, C. Lush, D. Hopkins
Opposed: 0
Abstaining: 0
Motion Carried

Social Media was discussed and councillors were asked to refrain from using individual Facebook pages as a councillor of the town of Gambo. Councillor Pritchett was not on board with that decision and Councillor Philp stated that the committee was not able to withhold a councillor from using a Facebook page as a councillor. Further discussion surrounding social media agreed that best practices and safe practices should be put in place when discussing town business on social media. A thought of a central location where all councillors could voice positive updates on council and the community, providing a solidarity among councillors, civic pride and adding a great outlet for residents to voice concerns to Councillors. A decision to form a committee to further discuss the item of social media, and best practices Councillors, Philp, Dyke and Pritchett volunteered to form a Communications Committee.

Age Friendly: M. Stockley/B. Pritchett

Haven't had a chance to have a meeting yet but did speak to former committee chair and got her notes from when she was chair of the same committee. Councillor Pritchett also stated that she had been given a couple names to contact for representation from the 50 + Club.

Liason:

Recreation: C. Lush

Haunted house project is underway, battling Mother Nature and the wind other than that nothing else to report.

Fire Dept: D. Dyke

The annual banquet was Saturday October 21st, 2017. Approximately 140 people attended and everyone had a good time.

Festivals & Events: N. Philp

No Report

SEDCOR: M. Stockley

The meeting requested by SEDCOR with the Town Council is scheduled for November 7th, 2017 time to be determined.

Town Manager's Report:

The Annual Christmas Tree Lighting is scheduled for Tuesday December 5th, 2017 at 7:30 p.m. at the Village Green.

We need to know the number of councillors who will be attending the Municipal Councillor Orientation Session in Gander on November 15/2017 so that we can get everyone registered.

I want to remind everyone about the Campaign Disclosure Statements that are required to be returned to me. The deadline is December 25th, 2017.

I had correspondence regarding the shouldering and ditching of J.R. Smallwood Blvd. The Region Superintendent has asked the supervisor to make all reasonable efforts to complete this work before the winter season starts and if this work isn't able to be completed before winter, Lumsden will have this high on the priority list for next spring/summer.

I attended a meeting with the Gambo Lions Club and the executive of the Recreation Commission to discuss the initiative of the building that they want to place at the Fun-n-Sun Complex. The Lions Club would like to place a shelter for the kids so that they have a place to put their skates on. Sherry is researching a shelter type building similar to a glass bus shelter.

The letter to award the Town Hall Project has been sent to the Department to Municipal Affairs and Environment by our consultants Exploits Engineering Consultants on October 12th, 2017. We are still awaiting reply.

The next meeting is Monday, November 6th, 2017.

Mayor's Report:

Review the time of the meeting, it was suggested that 1 hour and 15 minutes would be the maximum time for a Town Council Meeting, due to the large amount of items everyone needs to make themselves familiar with, this time has been extended to 2 hours. The allotted time of 2 hours is temporary with a goal of reducing it back to 1 hour and 15 minutes.

A conversation took place with the Department of Municipal Affairs to review the protocol for privileged meetings. He suggested that minutes not be taken and that no voting or decision making can take place in a privileged meeting.

Travel Claims, shall be paid in advance, hotels shall be paid for in advance by use of the credit card, mileage and meals per diem will be done in advance and given to the travelling councillor, this practice will alleviate the cost to the councillor.

There will be a Christmas Social this year it is usually around the December 8th, and it has been past practice to invite previous councillors during a change in council.

Concerns:

Councillor Pritchett: Resident asking for a memorial for a former resident that drown by the name of Wilfred Carter, this item has been noted and will be followed up.

Councillor Hopkins: Did not have a concern but added thanks extended to the Firemen and Women and added she had a new found pride for the Gambo Fire Department after attending the Annual Ball.

Motion: 17-10-23-192 (D. Hopkins & D. Dyke) to begin a privileged meeting at 9:31 p.m.

In Favor: Mayor D. Lush
Deputy Mayor D. Dyke
Councillors B. Pritchett, N. Philp, M. Stockley, C. Lush, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Councillor Pritchett excused herself from the privileged meeting immediately.

Discussion was had with Councillor Philp regarding his conflict and it was decided that Councillor Philp excuse himself from the privileged meeting at 9:38 p.m.

Motion: 17-10-23-193 (D. Dyke & D. Hopkins) to move back to a regular meeting at 10:08p.m.

In Favor: Mayor D. Lush
Deputy Mayor D. Dyke
Councillors M. Stockley, C. Lush, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Item: Sale of Land

Motion: 17-10-23-194 (D. Dyke & D. Hopkins) be it resolved that The Town Council of the Town of Gambo will sell to J.I. Pritchett & Sons Limited for the amount of \$17,500.00 plus HST, if applicable, all of its interest in and to two certain pieces or parcels of land situate at the Town of Gambo, in the Province of Newfoundland and Labrador, and that Mayor Dennis Lush and Town Clerk/Manager Lorne Greene of the Town Council of the Town of Gambo, is authorized to execute under Seal of the Municipality the Indenture of Conveyance and any other related documents necessary thereto.

In Favor: Mayor D. Lush
Deputy Mayor D. Dyke
Councillors M. Stockley, C. Lush, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

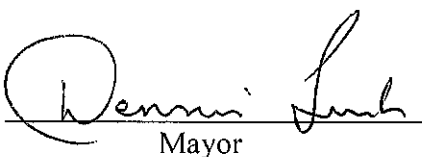
Motion: 17-10-23-195 (D. Dyke & C. Lush) to adjourn the meeting at 10:13 p.m.

In Favor: Mayor D. Lush
Deputy Mayor D. Dyke
Councillors M. Stockley, C. Lush, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Signature 
Mayor

Signature 
Town Clerk/Manager