

The Town of Gambo

A regular meeting of the Town Council of Gambo was held on November 6th, 2017 at the Smallwood Interpretation Centre, Gambo.

Minutes of the regular meeting of the Town of Gambo held on November 6th, 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
Youth Representative – Jenna Pritchett

Members Absent

Visitors

Sgt. David Ossinger
Mayor Tanya Collins – Hare Bay NL
Deputy Mayor of Hare Bay Tracey Hounsell
Councillor Tina Seymour – Hare Bay, NL
Nathan Gidge
Samantha Whitman

Mayor Lush called the meeting to order at 7:32 p.m.

Addition to Agenda under new Business, Sgt David Ossinger, Glovertown Detachment Commander of the RCMP will be speaking to Council regarding any concerns.

Add item J to the Agenda to include Communications Committee

Motion: 17-11-06-196 (D. Dyke & C. Lush) to approve the Agenda of November 6th, 2017 as amended.

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: 17-11-06-197 (M. Stockley & B. Pritchett) to approve the Minutes of October 23rd, 2017.

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

**Business Arising from the Minutes:
Errors or Omissions**

In the Public Works Report regarding the re-zoning of Mint Brook Camp, it stated an advertisement for a one week period and this was incorrect. The process for re-zoning property has several steps, and all steps will be followed as per the Town Plan, and our Municipal Planner. Public Works will continue to update council on the progress.

In the Public Works Report, the items listed for the Capital Works project had only 2 items of priority, and the Public Works Committee has 3 items listed for priority. These items will be addressed during the Public Works Report.

New Business:

Sgt David Ossinger has been in a supportive relationship with Gambo Council since 2013 and wants to remain the same going forward with new council.

Last meeting with Council was pre-election and the main concern was ATV & Dirt Bike Use on roadways. The update is that RCMP has adopted a program and a member of the RCMP will present it to the community, and we will be contacted regarding scheduling.

The question asked by Councillor Philp was what can council and residents do to become proactive when dealing with complaints. The answer from Sgt David Ossinger was that Council needs to encourage residents to be fully cooperative when reporting incidents and if residents are aware of the person or persons committing illegal acts or driving outside what is expected, the names need to be reported and this will enable the RCMP to contact the people and hopefully then prevent any further issues.

Sgt. David Ossinger asked if the Glovertown Detachment could place a police car in the Santa Claus Parade. Deputy Mayor Dyke confirmed the parade takes place December 9th and will be meeting at the rock cut at 9 a.m.

Council Meeting Correspondence			
Received from	Received on	I / A	Details
Department of Transportation & Works - Office of the Minister	Oct 24/17	I	An update to the highway repairs in Gambo from MHA Steve Crocker.
Peter Petipas	Oct 25/17	I	A request for a vote for Peter Petipas for Small Towns Director for MNL.

Gambo Library Board - Donna Wells	Oct 25/17	A	Looking for a member of council to attend a fundraiser on November 24th as the Library is trying to raise funds and purchase more materials and resources.
Department of Municipal Affairs & Environment Communication from Town of Gambo	Oct 23/17 Oct 26/17	I	Approval to award Tender to Traytown Builders Ltd. in the amount of \$ 721,821.18 Letter from Mayor Lush awarding the tender to Traytown Builders Ltd.
Department of Municipal Affairs & Environment	Oct 23/17	I	Approval for Community Enhancement Employment Program (CEEP) in the amount of \$ 15,698.00
Department of Municipal Affairs & Environment	Oct 23/17	I	Looking for a Capital Investment Plan Application for the \$26,078.03 remaining allowable Gas Tax Funds.
Department of Municipal Affairs & Environment	Oct 30/17	I	Approval to award tender to Hann's Electric Ltd. in the amount of \$ 11,500.00
Municipal Assessment Agency	Oct 27/17	A	A list of candidates for the directors for the Municipal Assessment Agency. Voting closes December 14 at 4:00
Municipal Assessment Agency	Oct 27/17	A	Ballot for voting for the Central Director of the Municipal Assessment Agency Inc.

Correspondence:

Gambo Public Library is requesting to have a representative from council to attend the Fundraiser on November 24th, 2017. There was some question regarding the date as Councillor Hopkins stated the Fundraiser was being held on a Thursday and the date listed is a Friday. Councillor Hopkins was going to look into the date and get back to Council.

Municipal Affairs, Exploits Engineering, Traytown Builders and Town of Gambo have a 10 a.m. teleconference call on November 7th, 2017 for a pre-construction meeting to discuss timeline, safety plans and going forward. Monthly meetings will be conducted until project is complete. The project is scheduled to take place from November until July 2018.

A Meeting with the Minister of Transportation and Works has been scheduled on December 5th to discuss concerns with the roadways in Gambo.

A request for a meeting was sent to the Minister of Municipal Affairs regarding a meeting to discuss the Town Hall furnishings and we are awaiting confirmation of the meeting.

Community Enhancement Employment Program (CEEP), applications have been received and forwarded to St. John's office for approval. The Town of Gambo does not approve any applicants for this program. Successful applicants will be conducting odd jobs around town such as raking leaves, shoveling walkways, a project numbering and placing steel markers at each of the 85 fire hydrants in the town.

The gas tax unallocated funds of \$ 26,078.03 does not need to be allocated by December 31st, 2017.

The tender awarded to Hann's Electrical for \$11,500.00 will be to replace the culverts on Stephen's Road due to the Thanksgiving rain storm in 2016.

The Municipal Assessment Agency nominations for Central NL director were reviewed.

Item: Vote for the Central Director

Motion: 17-11-06-198 (D. Dyke & M. Stockley) to vote for Councillor Pat Woodford from Gander for the Central Director

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

Recreation Director's Report:

Funding applied for and awaiting approval; Portable back stop (CHLF) - \$804.98, Basketball Nets and Rink Netting (CHLF)-\$10,000.00, Softball Equipment (CHLF) - \$2630.78, Pickleball Equipment (CHLF) - \$2743.21.

Past Events held were as follows; In February, 2017, we received \$3498.00 in funding for our Youth Recreation Program, \$6543.83 in funding for our Learn to Skate Program, a dart tournament raised \$1151.00 and \$837.51 was earned from the Haunted House.

Annual Christmas Tree Lighting is scheduled for December 5th, 2017.

Committee Reports:

Finance: D. Dyke/M. Stockley

Item: Approval for operating line of credit

Motion: 17-11-06-199 (D. Dyke & N. Philp) to seek approval from Municipal Affairs for an Operating Line of Credit in the amount of \$100,000.00. This loan will be for a term of one year at a rate of 5.5% interest. Payment will be 3% of the balance monthly.

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: Operating Line of Credit

Motion: 17-11-06-200 (D. Dyke & D. Hopkins) to apply for the Operating Line of Credit from the Venture Credit Union in the amount of \$100,000.00. This loan will be for a term of one year at a rate of 5.5% interest. Payment will be 3% of the balance monthly.

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: Trash Pumps

Motion: 17-11-06-201 (D. Dyke & B. Pritchett) to purchase two Trash Pumps from Outdoors Ltd. in the amount of \$3609.42

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: 17-11-06-202 (D. Dyke & C. Lush) to approve the A/R Adjustments in the amount of \$1378.50 + 80.66 (Clerical Error)

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 Councillor Lush

Motion: 17-11-06-203 (D. Dyke & M. Stockley) to approve the travel claim in the amount of \$27.90 for attending the Terra Nova Waste Meeting in Traytown, NL on October 17, 2017.

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 Councillor Pritchett

Motion: 17-11-06-204 (D. Dyke & M. Stockley) to approve the travel claim in the amount of \$117.00 for attending the Councillor Training in Clareville, NL on October 19, 2017.

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 Mayor Lush

Motion: 17-11-06-205 (D. Dyke & C. Lush) to approve the travel claim in the amount of \$1084.97 for attending the Premiers Forum and the MNL Convention in Cornerbrook, NL on November 1st – 4th, 2017.

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 Councillor Lush

Motion: 17-11-06-206 (D. Dyke & M. Stockley) to approve the travel claim in the amount of \$891.10 for attending the MNL Convention in Cornerbrook, NL on November 2nd – 4th, 2017.

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: Payment to Returning Officer for Municipal Election

Motion: 17-11-06-207 (D. Dyke & C. Lush) to approve the payment to the Returning Officer in the amount of \$750.00 for services rendered during the Municipal Election.

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: 17-11-06-208 (D. Dyke & C. Lush) to approve the Vendor Aged Trial Balance in the amount of \$48,098.91

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: 17-11-06-209 (D. Dyke & B. Pritchett) to approve the Accounts Payable Cheque Register in the amount of \$34,375.16

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: 17-11-06-210 (D. Dyke & N. Philp) to approve Payroll Cheque Register in the amount of \$11,204.02

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

Regulations: D. Hopkins / C. Lush

The current re-zoning policy stated that \$1000.00 deposit was required by the land owner to begin the re-zoning process. Since the initiation of the policy, the Municipal Planning Fees have increased to \$1250.00 plus HST, including advertising and other related costs and registration fees.

Motion: 17-11-06-211 (D. Hopkins & D. Dyke) to approve an updated Re-Zoning Policy for the Town of Gambo stating: If an individual or Business is requesting a zoning change on a parcel of land in the Town of Gambo or it has been determined by Council that a zoning change is required on a parcel of land in the Town of Gambo the following regulation will apply: The Town of Gambo shall be reimbursed for all fees incurred during the re-zoning process by the land holder. This may include, but is not limited to: Municipal Planner fees, public hearing fees, fees incurred from public notices and all other costs incurred.

A deposit of \$2,500.00 will be required to initiate the re-zoning process. Any monies remaining from this deposit will be credited to the land holder.

If expenses exceed the deposit amount of \$2,500.00 further deposits will be required before the re-zoning process can continue.

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

The new owner of Mint Brook Camp would like to start a business with a RV Park and cabin rental. After speaking to the Town Planner, the suggestion was to add a zone to the Town of Gambo's Town Plan. The concern was that David Smallwood Park would also need to be re-zoned but it was stated that David Smallwood Park is Crown Land and would not be re-zoned as it has its own zoning in the plan.

Motion: 17-11-06-212 (C. Lush & N. Philp) to create a new zone to the Town of Gambo's Town Plan. The new zone shall be named a Tourism & Recreation zone.

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: 17-11-06-213 (C. Lush & M. Stockley) to approve the building application pending the receipt of the required documents of the land access for a house application at 169-175 J.R. Smallwood Blvd.

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: 17-11-06-214 (C. Lush & D. Dyke) to approve the location of Xplornet Communications Tower Application.

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

Capital Works Project had an approved motion with 2 items listed and after the Public Works meeting it was determined that an additional project should be added to the application for funding. The 1st priority shall remain the Wastewater Project, the 2nd priority shall be the paving on Hollands Road, O'Reilly Road, Freshwater Road and Marine Drive and the 3rd priority shall be the Pumphouse on Pinetree Road.

Motion: 17-11-06-215 (C. Lush & B. Pritchett) to amend the Capital Works Funding application to include 3 projects including wastewater, paving and repairs to pumphouse.

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

Administration: D. Hopkins/D. Dyke
No Report

Occupational Health & Safety: B. Pritchett/D. Hopkins
No Report

Economic Development: N. Philp/B. Pritchett
The Mission Statement for the Economic Development Committee has been established as:
To create a diverse, successful and sustainable community by designing and implementing strategies that create new business, support business enhancement and employment opportunities essential for sustainable economic growth.

The Objectives have been established as follows:
Facilitate business development activities
Proactively develop and support strong public and private sector alliances
Identify opportunities for attracting new investment
Encourage "business and visitor friendly" attitudes within local government and the community.

Items of discussion at the Committee Meeting were potential land available for sale in the community. David Smallwood Park and the potential for growth including the current rate scale at the park. The ACOA Report was reviewed and Councillor Philp is requesting further details from ACOA surrounding portions of the feedback received.

Nominations for the Joseph and Clarice Goodyear Business Achievement Awards Gala were sent in on Friday, November 3rd, 2017. Congratulations to the following businesses as the nominations were as follows:

Business Achievement Award: Gambo Drugs
Business of the Year: Gambin's Independent & Appy Cabs
Small Business Award: Kings Fly Tying & Appy Cabs
Helping Hands Award: Tamya's Trends & Treasures & J.I. Pritchett & Sons
Customer Service Award: Venture Credit Union

Environmental Award: N/A

Emergency Planning: D. Dyke / N. Philp

No Report

Visitor's Nathan Gidge and Samantha Whitman left the meeting.

Regulations: D. Hopkins / C. Lush

Conversation was held around the request for Councillor Pritchett's request to attend a council meeting with remote electronic access.

Motion: 17-11-06-216 (D. Hopkins & D. Dyke) If remote access cannot be established to connect Councillor Pritchett to the regularly scheduled Council Meeting held on November 20th, 2017 then permission is granted for Councillor Pritchett to be absent from the above stated meeting.

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

Tidy Towns: B. Pritchett/D. Hopkins

1st order of business is to make arrangements to have all Town owned properties cleaned up first.

An idea was tabled to meet with local artists to have art, carvings, paintings etc displayed throughout the town to enhance the town's beauty.

A contest in Gambo to have the best decorated house for Christmas.

Age Friendly: M. Stockley/B. Pritchett

No Report but 3 volunteers have shown interest in joining the committee.

Youth Representative – Jenna Pritchett left the meeting at 9:16 p.m.

Communications: B. Pritchett/D. Dyke/N. Philp

General discussion surrounding the protocol of the committee was tabled. All media shall be deferred to the Mayor. The communications committee will be the administrators of the new Facebook Page. The Town of Gambo will maintain their facebook page continuing to add required documents and Public Service Announcements. The Council Facebook Page will share all posts from the Town of Gambo. No individual concerns and no names will be added on the Council Facebook Page.

A request for an email address that can be used by all 3 administrators for the Facebook page.

A request for an Electronic Newsletter from the Mayor in the Spring and Fall.

A suggestion of a community calendar will be deferred to another Communications Committee Meeting.

Liaison:

Recreation: C. Lush

The Recreation Directors Report has already been reviewed.

Fire Dept: D. Dyke

Harvest Sale was held at the Fire Hall on Saturday November 4th with 6 tables of local vendors. The Fire Department sold a total of 410 Moose Burgers.

Santa Claus Parade is scheduled for December 9th, 2017 beginning at the Rock Cut at 9 a.m. and the Fire Department will be looking for judges for the event.

Festivals & Events: N. Philp

The meeting to prepare for the 2018 Festival is going to take place in late November or early December. An update with progress after the meeting.

SEDCOR: M. Stockley

Meeting with SEDCOR on Wednesday, November 8th, 2017 at 7 p.m. at the Smallwood Interpretation Centre.

Town Manager's Report:

The file on the land sale with Pritchett's has been finalized. All documents have been sent via Canada Post to the office.

The meeting with the Minister of Transportation & Works has been scheduled for December 5, 2017 in St. John's. I'm still waiting for confirmation on the Minister of Municipal Affairs.

There is a pre-construction meeting via teleconference on Tuesday, November 7, 2017 at 10:00 to discuss the plans for the Town Hall.

A reminder of the meeting scheduled with SEDCOR on Wednesday, November 8th, at 7:00 p.m. at the Smallwood Interpretation Centre.

I have rented the Walsh House to Elections Canada for 2 months effective November 5th, 2017 to January 5th, 2018.

MHA Haggie is requesting a meeting with Council during Constituency Week which is November 27 to December 1, 2017. I have discussed with his office the 1st of December as a possible date.

We had to call a Boil Order on Friday, November 3rd, 2017 so that the contractor could complete an upgrade to our chlorine booster pumps. The upgrades have been completed and I have notified The Department of Health so that the water sampling can be completed. This upgrading is a part of the ongoing Capital Works Project currently taking place.

I have been approached by a SET Mentoring Coordinator with the NL & Labrador Association of Community Living. They have a client that is interested in doing a work term with our Public Works Department for two afternoons a week. I have approved the work placement and it will begin soon.

We have received funding in the amount of \$15,698 under the Community Enhancement Program. This is a program that we avail of each year to help our residents that have not reached EI eligibility to become eligible.

I had a discussion with our consultants, DMG Consulting Ltd. on our wastewater proposal. Reg Hedges is willing to meet with Council to discuss this further if we want.

DMG Consulting Ltd. were on-site this past Friday to complete survey work for the paving of Centennial Road.

Councillor Pritchett had inquired regarding a property on Lane's Road. I have reviewed the file and it appears the property was attempted to be sold on a tax sale. I am not quite sure as to why it didn't sell maybe there were no bidders on the property or the opening bid was too high.

The next meeting is Monday, November 20th, 2017.

Mayor's Report:

208 J.R. Smallwood Blvd. file is being reviewed and when all the facts are clarified it will be reported back to Council.

6 Lanes Road file is also being reviewed including costs associated with demolition.

Attended the Premier's Forum and MNL Convention in Cornerbrook. It was very informative and a great tool for all councillors.

The Premier's Forum was based on Regional Government and setting the groundwork for regionalized services, aging population, and a decline in rural community with respect to population and services.

Talking about shared services for example Commissioners for 3 communities.

Re-enforcing the details around access to information and ensuring all municipal workers are working in a safe respectful workplace.

How to conduct effective council meetings.

Keeping the council in a united front and not one person running the town as it is a group of 7 people.

Some memorable quotes were "When conflict arises debate the issue not the person" and "Protect the majority not the minority".

Be mindful about conversations after meetings and not to share confidential information.

ATIPP was reviewed. If you write it down remember it may be seen again and you can be forced to submit emails.

Remember to keep in mind there will be a Christmas Social this year.

Concerns:

Councillor Hopkins was approached by a resident about the need for a garbage can at the water spring located at the Gambo turn off on the Trans Canada Highway. The Town Clerk/Manager stated the area belongs to the Ministry of Transportation and Works and that we had to remove garbage cans in the past as it was a problem. There is a pamphlet in the Town Hall from the Health Department stating that the spring water is not safe drinking water.

Councillor Stockley suggested that playground signs or slow down children playing signs be posted on Riverview Drive near the Village Green to aid in the high speed ATV and off road vehicles in this area. It was additionally suggested another sign be posted by the Lions Club playground as this is another area of concern with the same type of vehicles.

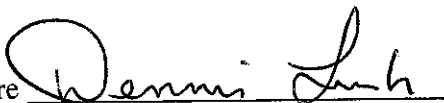
Councillor Pritchett stated she attended the S.U.F. banquet on Saturday, November 4th, 2017 and brought greetings from the town.

Councillor Lush stated that the length of the meetings is much too long. He suggested a package to all committee members prior to the meetings and a time limit set for Council meetings be adhered to. Mayor Lush stated the Council Meetings would be only 2 hours in length and the goal will be to shorten the meetings once everyone gets to understand their role.

Motion: 17-11-06-217 (N. Philp & M. Stockley) to adjourn the meeting at 9:55 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

Signature 
Mayor

Signature 
Town Clerk/Manager