

The Town of Gambo

A regular meeting of the Town Council of Gambo was held on November 20th, 2017 at the Smallwood Interpretation Centre, Gambo.

Minutes of the regular meeting of the Town of Gambo held on November 20th, 2017 at the Smallwood Interpretation Centre, Gambo.

Members in Attendance

Mayor Dennis Lush
Deputy Mayor Darren Dyke
Councillor Barbara Pritchett (via remote access)
Councillor Mark Stockley
Councillor Craig Lush
Councillor Desiree Hopkins
Lorne Greene – Town Clerk/Manager
Youth Representative – Jenna Pritchett @ 7:36 p.m.
Wendy McDonald – Administration Clerk

Members Absent

Councillor Nathan Philp

Visitors

Mayor Lush called the meeting to order at 7:30 p.m.

Motion: 17-11-20-218 (C. Lush & M. Stockley) to approve the Agenda of November 20th, 2017 as written.

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

Motion: 17-11-20-219 (B. Pritchett & D. Hopkins) to approve the minutes of November 6th, 2017 as presented.

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

Business Arising from the Minutes:

Errors or Omissions – Occupational Health and Safety Committee has Councillor Hopkins as a committee member and this is not the case as the members are Councillors Pritchett and Lush.

The Motion 17-11-06-199 reads to seek approval from Municipal Affairs for an Operating Line of Credit in the amount for \$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.

It should read: **Motion 17-11-06-199** to seek approval from Municipal Affairs to borrow from the Venture Credit Union an Operating Line of Credit in the amount for \$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.

Councillor Hopkins questioned the suggestion of shopping around to other financial institutions for better rates. The Town Clerk/Manager stated that when the Town of Gambo lost the previous financial institution the town was instrumental in having the credit union set up a branch in the town and since that time the town has shown a standing commitment to the credit union and does not want the residents of the town to lose another financial institution.

In the past two previous council meetings, motions were made regarding Capital Works Project. A motion 17-10-23-187 was made for 2 choices for priority projects for Capital Works. At the next meeting, additional information was made available and an additional project was added to the Capital Work Project Funding Request and this motion was 17-11-06-215. The correct way of adding an additional project would have been to rescind the first motion and make a new motion, this was not done.

Motion: 17-11-20-220 (C. Lush & M. Stockley) to rescind both Motion # 17-10-23-187 and Motion # 17-11-06-215.

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

Opposed: 0

Abstaining: 0

Motion Carried

Councillor Stockley had a concern about the wording in the minutes of November 6th, 2017. Under concerns, he intended to clarify that he wanted a sign posted saying Playground and not children at play. The Town Clerk/Manager stated the signs "Children at Play" had been ordered. The intention of the Playground sign would be significant in ensuring a 1000 meter buffer zone for hunting. This item has been deferred to the Regulations Committee.

New Business:

Council Meeting Correspondence			
Received from	Received on	I / A	Details
Department of Transportation & Works - Office of the Minister	Nov 8/17	A	Have your say at engagenl.ca to identify roads and bridges in NL that need repair - Due November 21 2017
Securicity.com - Darren Gallop	Nov 6/17	A	15 Minute assessment over the phone to ensure cyber security

CBC - Ramona Dearing	Nov 29/17	A	CBC-NL Town Hall Nov 29 2017 at SIC in Gambo 7:30-9 Subject - Resettlement
Gov of NL - Fire & Emergency Services	Nov 15/17	A	Basic Emergency Management Course January 30 & 31st at Gander Fire Rescue from 8:30-4:30
Municipal Assessment Agency	Nov 8/17	I	Reduction of Fees for 2018
Trio Life Health Pension	Nov 8/17	I	Special Payments are designated to cover the plan's deficit. There is no change in your special payments for next year.
Councillor Pat Woodford	Nov 10/17	I	Looking for support as Central Director of the Municipal Assessment Agency
Dept. of Municipal Affairs and Environment - Infrastructure & Support Branch	Nov10/17	I	Changes to the Municipal Infrastructure Project Guidelines
Municipal Assessment Agency	Nov 9/17	I	2018 Assessment Service Fee for 2018 \$31,455 to be paid quarterly based on \$27.00 each for 1116 parcels and 49 tenants.

Correspondence:

- Reminder that any councillor with concerns over specific roads or bridges to submit your comments by November 21, 2017.
- Discussion regarding the 15 minute assessment was denied to Secricy.com for his services.
- Invitation to all councillors to attend the CBC Town Hall at the Smallwood Interpretation Centre streaming live on Facebook and excerpts will be played on Crosstalk. CBC thought it would be nice to have the Town Hall in Gambo because it was Joey Smallwood's hometown. It is scheduled for November 29th, 2017 from 7:30 – 9:00
- Further information regarding Gov of NL – Fire & Emergency Services will be made available in the Town Managers Report.

Committee Reports:

Finance: D. Dyke/M. Stockley

There was an error with an overpayment to Councillor Lush in the amount of \$30.00. This was rectified and repaid by Councillor Lush.

There was a Letter from the Chamber of Commerce seeking a donation. No donation was made at this time.

A request from Smallwood Academy to make a donation

Motion: 17-11-20-221 (D. Dyke & C. Lush) to make a donation to Smallwood Academy in the amount of \$ 200.00 to the Awards ceremony.

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

Opposed: 0
Abstaining: 0
Motion Carried

A request was received from the chair of the Tidy Towns committee for a donation for the best decorated house & business contest.

Motion: 17-11-20-222 (D. Dyke & C. Lush) to make a donation to Tidy Towns in the amount of \$ 300.00 to the best decorated house contest.

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

Opposed: 0
Abstaining: 0
Motion Carried

Item: A/R Adjustments

Motion: 17-11-20-223 (D. Dyke & D. Hopkins) to approve the A/R Adjustments in the amount of \$300.00

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

Opposed: 0
Abstaining: 0
Motion Carried

Item: Vendor Aged Trial Balance

Motion: 17-11-20-224 (D. Dyke & B. Pritchett) to approve the Vendor Aged Trial Balance in the amount of \$9302.49

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

Opposed: 0
Abstaining: 0
Motion Carried

Item: Accounts Payable Cheque Register

Motion: 17-11-20-225 (D. Dyke & M. Stockley) to approve the Accounts Payable Cheque Register in the amount of \$47,961.76

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

Opposed: 0
Abstaining: 0
Motion Carried

Item: Payroll Cheque Register

Motion: 17-11-20-226 (D. Dyke & C. Lush) to approve Payroll Cheque Register in the amount of \$10,013.74

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

Opposed: 0

Abstaining: 0

Motion Carried

Budget 2018 was discussed and when the budget is complete the Finance Committee intend on inviting all Councillors to a Finance Committee Meeting for budget 2018 discussion. No date has been set yet for this meeting.

Councillor Hopkins asked if all councillors could review the Financial Records and the Town Clerk/Manager didn't think it would be a problem as it is something all councillors vote on but would ask Municipal Affairs for guidance and stated the reason these records are not at Council Meetings was because Council Meetings are public meetings and there are names on the records that are protected by the privacy act.

Item: Travel Claim – Mayor Lush 911 Event in St. John's

Motion: 17-11-20-227 (D. Dyke & C. Lush) to approve travel claim for Mayor Lush in the amount of \$375.85

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

Opposed: 0

Abstaining: 0

Motion Carried

Public Works: C. Lush/M. Stockley

A resident had a concern about the school bus route with the route not extending to Gambo Pond residents. The Mayor spoket with NLESD and discussed the concern. The result was that the A & D road is not a road that is serviced by the Town of Gambo and therefore unsafe for school buses to travel. The school bus would pick up Gambo Pond school children at 27 J.R. Smallwood Blvd. This resolution was acceptable with the resident according to the school district.

Department of Land Resources is suggesting changes to the domestic cutting areas and there is no reason to object to the changes at this time.

Motion: 17-11-20-228 (C. Lush & M. Stockley) to approve the domestic cutting area changes made by the Department of Land Resources.

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

Opposed: 0

Abstaining: 0
Motion Carried

The owners of Mint Brook Camp were notified by letter of the additional zone to be added to the Town Plan, the zone change to the property and the re-zoning regulations. This correspondence is still with the land owners.

Business application made at 443 J.R. Smallwood did not have any residential concerns from the Discretionary Notice.

Motion: 17-11-20-229 (C. Lush & M. Stockley) to approve the business application at 443 J.R. Smallwood Blvd. for a recycling business added to the property.

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

Opposed: 0
Abstaining: 0
Motion Carried

Business application made at 411 J.R. Smallwood Blvd.

Motion: 17-11-20-230 (C. Lush & M. Stockley) to approve the business application at 411 J.R. Smallwood Blvd. for an Art Studio.

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

Opposed: 0
Abstaining: 0
Motion Carried

A resident from the Gambo Pond area has a concern with Mint Brook Resource Road extending to the residential area of Gambo Pond. There is an ongoing concern with pothole issues, calcium required, etc. The road in question is owned by the Department of Natural Resources and the Town of Gambo does not have the authority to calcify the road. A follow up letter to the resident with correspondence regarding the results of his concern will be sent from the Town Clerk/Manager.

Review of Pritchett's Land Development with respect to water, sewer and fire hydrants was conducted and approved at a recent meeting of the Public Works Committee.

Motion: 17-11-20-231 (C. Lush & M. Stockley) to approve the plan submitted by Pritchett's Land Development with water, sewer and hydrant locations for J.I. Pritchett Drive.

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

Opposed: 0
Abstaining: Councillor B. Pritchett
Motion Carried

Mayor Lush passed the chair to Deputy Mayor D. Dyke

Capital Works Funding Application was discussed and Mayor Lush stated that we have learned new information in the past few weeks with respect to funding with what will be covered and what won't be covered. Additionally, the priorities remain the same but as council, we must try to gain the best bang for the buck for the residents of the Town of Gambo. The priority is wastewater but there is no funding available for this project; therefore to submit an application for funding with wastewater as the priority is certain denial of funds. We can apply for funding for the Booster Pump upgrades to address the safety concerns at the Pump House. The focus should be to get as much of the funding available to do the most for the town.

Deputy Mayor D. Dyke passed the chair back to Mayor Lush.

Motion: 17-11-20-232 (C. Lush & D. Dyke) to approve the Capital Works Funding application to include the first priority to have the booster pumps upgraded and address the safety concerns of the pump location in the pump house on Pine Tree Road and ensure the water tower is running effectively. The second priority will be a RFP for the wastewater.

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

Opposed: 0

Abstaining:

Motion Carried

The ongoing concern regarding 8 Lane's Road and 230B J.R. Smallwood are waiting for additional information before a decision can be made with either property.

Purchase and Sale Agreement on Pinetree Road is awaiting correspondence from the purchaser.

Administration: D. Hopkins/D. Dyke

The inside staff contracts are expiring on December 31, 2017. There was a decision to meet with the inside staff to discuss the contract and expectations. Previously the contracts of the inside staff mirrored the outside staff contract which is a unionized contract.

Budget 2018 was discussed with staffing and wages being a key factor.

Community Enhancement Employment Program (CEEP) started and currently there are 2 people approved and working in the program.

Occupational Health & Safety: B. Pritchett/C. Lush

No Report

Economic Development: N. Philp/B. Pritchett

Businesses nominated in Gambo for the Joseph and Clarice Goodyear Business Achievement Award did not win.

On a side note, Gambin's Independent Grocer won the door prize which was 2 tickets to travel anywhere in North America. Congratulations to all nominees.

Emergency Planning: D. Dyke / N. Philp

No Report

There is a meeting scheduled for January 2018.

Tidy Towns: B. Pritchett/D. Hopkins

Correspondence was submitted prior to the Council Meeting with the minutes from the Tidy Town's Committee Meeting.

Regulations: D. Hopkins / C. Lush

No Report

Age Friendly: M. Stockley/B. Pritchett

No Report

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

No Report

Liaison:

Recreation: C. Lush

No Report

Fire Dept: D. Dyke

Reminder that the Parade is December 9th, 2017

FYI if you heard the sirens going off on Sunday, November 19th, 2017, it was because a fellow fireman Rod Hayter came home to Gambo after 10 months in a hospital. Welcome Home to Rod.

Festivals & Events: N. Philp

No Report

SEDCOR: M. Stockley

The meeting scheduled for November 29th with SEDCOR is cancelled as CBC has rented the Smallwood Interpretation Centre. Another meeting will be scheduled in the New Year.

A suggestion of council to allow 10-15 minutes of time on the next agenda to discuss the future of SEDCOR from Council perspective.

Town Manager's Report:

I had a meeting with Blair Hogan, Fire and Emergency Services regarding our Emergency Preparedness Plan. He has sent correspondence relating to training in Basic Emergency Preparedness. He is suggesting that we have another tabletop exercise in the spring and follow it up with a mock disaster in the fall of 2018.

The Boil order that was called due to the upgrade of the equipment in the chlorine house has been lifted as of November 17/2017.

The Community Enhancement Program began on November 14th; we have two participants as of today.

I had a conversation with Yvonne Hardy of ACOA regarding our tourism proposal application. She would like to meet with council or a delegation of council along with her manager around mid-December to discuss moving the application forward.

A reminder of the meeting that is scheduled with MHA John Haggie on December 1st, at 2:00 p.m.

The SEDCOR Meeting with Council for November 29th has to be re-scheduled as the Smallwood Interpretation Centre has been rented to CBC for an event

The next meeting is Monday, December 11th, 2017.

Mayor's Report:

Mayor Lush reported that he attended the Duke of Edinburgh Gala in St. John's and it was a lovely evening. The Town of Gambo received an award which was a glass award with an etching "Volunteer Hall of Fame Gambo 9/11 Response Effort 2017 Inductee"

Library requested a member of council on November 23rd at 7 p.m. and Mayor Lush could attend.

Pre- Construction Meeting was held on Tuesday November 12, 2017. Construction has begun. Progress meetings are scheduled monthly until completion and the expected day to move to the former town office building is still January 2018.

Meeting with Minister of Transportation and Works is scheduled for January 9th, 2018 and we are still trying to schedule a meeting with the Minister of Municipal Affairs & Environment the same day for economic reasons.

Attended Councillor Orientation and really thought it was excellent, a lot of good information, very informative.

Concerns:

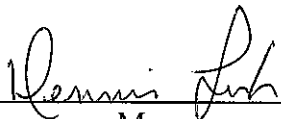
Deputy Mayor D. Dyke added an item in Finance – See Travel Claim for Mayor Lush

Councillor Lush wanted to ensure that when completing the Pump House project the Water tank is also operational.

Councillor Hopkins wanted an update on the boat launch area at Gambo Pond. The Town/Clerk Manager stated he has sent 2 emails to the Crown Lands Department with no response. Inquired about the meeting for the town hall furnishings and was told that the meeting will hopefully be scheduled for January 9, 2018 to further discuss.

Remind everyone that the Christmas Social is scheduled for December 8th this year and the organizing committee is as follows: representing council is Councillor Hopkins, representing the inside staff is Cindy Collins, representing the outside staff is Douglas Evelley, and additionally the Recreation Director Sherry Lane asked to participate in the committee.

Motion: 17-11-20-233 (C. Lush & D. Dyke) to adjourn the meeting at 8:49 p.m.

Signature  _____
Mayor

Signature  _____
Town/Clerk/Manager