

## The Town of Gambo

A regular meeting of the Town Council of Gambo was held on January 22<sup>nd</sup>, 2018 at the Smallwood Interpretation Centre, Gambo.

Minutes of the regular meeting of the Town of Gambo held on January 22<sup>nd</sup>, 2018 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  
Cindy Collins – Administration Clerk

### Members Absent

Youth Representative – Jenna Pritchett

### Visitors

---

### Mayor Lush called the meeting to order at 7:32 pm

Mayor Lush advised of two last minute additions to the Agenda:

#5: Nathan's Motion – Mental Health Awareness

#6: Correspondence regarding Town-related fundraising efforts

**Motion: 18-01-22-015 (D. Dyke/M. Stockley)** to approve the Agenda of January 22<sup>nd</sup>, 2018 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: 18-01-22-016 (C. Lush/N. Philp)** to approve the minutes of January 8<sup>th</sup>, 2018 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

**Business Arising from the Minutes:** None noted.

**Errors or Omissions:** None noted.

**New Business:**

Councillor Stockley requested confirmation that an amount to attend the SAM Convention had been built in to the 2018 Budget.

*Dumpster at the Town Yard:* A discussion was held regarding the dumpster located at the Town Yard for residents to dispose of household garbage. The dumpster was originally put in place as a courtesy for residents; i.e. to dispose of garbage that may have been missed on garbage collection day. It was discussed that misuse of the dumpster has always been an issue with people disposing of vehicle parts, small appliances, black garbage bags and recycling bags. It was further discussed that notices sent out to the community via postings and social media have not corrected the issue. Councillor Hopkins questioned if it was felt having the dumpster in place assisted in curbing illegal dumping and the general consensus was that it didn't. It was further discussed that we pay a significant fee to have Central Newfoundland Waste Management (CNWM) come in to our community and service each house that has to be paid even if no garbage is collected at the residence; the dumpster rental and disposal fees are in addition to CNWM's fees. It was decided to advise residents that the dumpster will be removed due to continued negligence and to give a notice of 30 days.

**Motion: 18-01-22-017 (N. Philp/C. Lush)** to discontinue the use of the dumpster located at the Town Yard due to continued misuse and to advise the public in advance of its discontinuance.

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

Further discussion was held and it was decided to gather more information regarding the possibility of having collection days at the Town Yard for large items and other items that CNWM are unable to collect. This would be similar to a cleanup week but residents would be responsible for getting these items to the Town Yard.

*Gambo and Area Employment Corporation (GAEC):* We have been approached by GAEC to hire two workers to work with the Public Works department. These positions are funded by the GAEC and are at no cost to us. In the past this has been an operational item that was decided at the office level and then Council would be informed; however, as this is a mostly new Council, the Town Clerk/Manager felt it best to ensure Council was informed and given the opportunity to provide their input on the decision. These positions report to the Town Foreman, do not take the possibility of work away from any current staff and are a wonderful opportunity to support inclusion in our community. The general consensus is that hiring these two individuals is a good idea and the request was approved.

*Budget 2018:* There have been a few minor changes made to the Budget as per discussions held during the Finance meetings as well as some recalculations.

Councillor Hopkins enquired as to whether or not a contract for Telus had been acquired regarding billing and was informed that one has not been acquired to-date.

Councillor Hopkins also enquired as to which staff made up the Office Wages portion of the Budget and why they were not separated like the rest of the office staff. It was discussed that the Office Wages portion was comprised of the Town Clerk/Manager's and the Admin. Clerk's wages and that it is the way things have shown in our accounting software for many years. This is not required and can easily be broken down in the future as requested.

Councillor Pritchett enquired as to who decided on the details of the staff contracts and when the decision was made. It was discussed that the Public Works department contracts were negotiated by the Administration Committee and the Union. Their contracts expired in December 2016 and have been negotiated and resigned. The office staff contracts usually follow suit with the Public Works contracts and are reviewed by the Administration Committee as well. The office staff contracts expired in December 2017 and have not been resigned to-date. A general discussion was held and it was decided to do a review of how the overall process works.

Councillor Hopkins requested clarification on what vehicle insurance we cover for staff. It was discussed that the Town Clerk/Manager, the Admin Clerk and the Recreation Director are all required to use their vehicles for work errands and therefore require additional insurance. Council is responsible to cover the difference between the staff's regular insurance and the additional required insurance. A brief discussion was held regarding the costs of travel for the staff compared to the cost of vehicle purchase and upkeep. Councillor Hopkins then questioned whether or not anyone had ever completed an actual comparison of the two options. Council was informed that the office is not aware of any cost comparison being completed in the past but that it could be done if Council would like to do so.

**Motion: 18-01-22-018 (D. Dyke/C. Lush)** to approve Budget 2018 as presented in the amount of \$1,797,272.00.

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

*Tax Rate Structure 2018:* There have been no changes to the tax rate structure with the exception of an addition of a new Mil rate.

**Motion: 18-01-22-019 (D. Dyke/C. Lush)** to approve the Tax Rate Structure for 2018 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

Mayor Lush suggested creating a notice to release to the public noting some of the highlights of this year's Budget. He further suggested that each committee do a small report to inform residents of the work that is currently being completed in each area. This report could then be published via social media and possibly mailed to residents as well.

*Nathan's Motion:* Councillor Philp put forward a motion to declare January as Mental Health Awareness Month for the Town of Gambo. It was discussed that Mental Health Awareness should be an ongoing, year-round topic of discussion. It was noted that Council is aware of Mental Health Month observed in May in the United States as well as Mental Illness Awareness Week observed the first week in October in Canada but feels the Town of Gambo should do its part in raising awareness.

**Motion: 18-01-22-020 (N. Philp/D. Hopkins)** to declare January as Mental Health Awareness Month for the Town of Gambo. This Council recognizes its own responsibility regarding mental health illnesses and will promote, facilitate and foster discussions, activities and events centered around Mental Health to the best of its ability. While Mental Health Awareness is a year-round concern, the winter months can be the most difficult. We feel this is the best month to do this.

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

*Correspondence regarding Town-related fundraising efforts:* Mayor Lush presented correspondence to be sent from our office regarding new guidelines and procedures that will be required for Town-related fundraising efforts put off by Town groups and organizations. A general discussion was held and the general consensus was that it was a good idea to put these controls in place as it offers protection to the people in charge of the fundraising should something go wrong. It was further recommended that we find a way to curb everyone going to the same companies and businesses at the same time looking for donations and sponsorships. Councillor Hopkins questioned if it was possible to receive quarterly updates from the organizations that are affiliated with the Town. It was discussed that each of these organizations are able to, and have in the past, provide a financial update to the Town upon request. Councillor Pritchett requested that we look in to adding procedures for handling online donations to the information provided.

**Correspondence:**

**Council Meeting Correspondence**

Received from	Received on	I/ A	Details
MHA Office	January 12	I	Pre-Budget Public Consultations Dates

Tony Wakeham, PC Leadership Candidate	January 14	I	News Release - Guiding Principles for NL Health Care
Sherry Lane, Rec. Director	January 19	I	Recreation Director's Report
TRIO Benefits	January 8	A	Talk to the Board Teleconference - Feb 8, 2018
Gander International Airport Authority	January 9	A	Request for Support in Application to Modernize Air Terminal
Gambo Inclusive Wellness Initiatives	January 11	A	Request for the Smallwood Interpretation Centre as an In-Kind Donation
Dept of Municipal Affairs & Environment	January 12	A	Public Consultations to Modernize Municipal Legislation - Written Submissions
Marvin Brustin, Brustin & Lundblad	January 17	A	Project or Procedure in Gratitude to Our Community as a Result of 9/11
Municipal Safety Council	January 17	A	MSCNL Regional Safety Workshop
Finance Committee	January 20	A	Aged Payables
Finance Committee	January 20	A	Accounts Payable Cheque Register

I = Information Only

A = Action Required

*Information Items:*

Mayor Lush requested that the first three items be reviewed as they are for information purposes and if there are no questions or concerns on these items we will proceed with the next item on the list. There were no questions or concerns regarding the initial three items.

*Action Items:*

Item: TRIO Benefits Teleconference - The Town Clerk/Manager will be joining a teleconference with TRIO regarding our staff pension benefits. Any Councillor wishing to attend is welcome to do so.

Item: Gander International Airport Authority - They are requesting a letter of support for their application to modernize the overbuilt, inefficient air terminal.

**Motion: 18-01-22-021 (C. Lush/D. Dyke)** to approve a letter of support for the Gander International Airport Authorities application to modernize the overbuilt, inefficient air terminal.

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

Opposed: M. Stockley

Abstaining: 0

Motion Carried

Item: Gambo Inclusive Wellness Initiative - This is a subcommittee of our Sports and Recreation Commission. They are organizing a 16 week volunteer-based program for persons with disabilities and are looking for a letter of support for an application stating that the Smallwood Interpretation Centre would be offered to them at a reduced rate or free of charge.

Councillor Hopkins questioned who would be responsible for the cleaning of the building after these events. It was discussed that the janitors are cleaning the building for us anyway as Council is still using the building for meetings. There should be no additional cost associated with allowing the organization usage of the building.

**Motion: 18-01-22-022 (N. Philp/B. Pritchett)** to approve a letter of support for the Gambo Inclusive Wellness Initiative's application stating that the Smallwood Interpretation Centre is available for use at no charge for the duration of this program.

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

Opposed: M. Stockley

Abstaining: 0

Motion Carried

Item: Municipal Affairs, Public Consultations to Modernize Municipal Legislation - The Department of Municipal Affairs and Environment has extended the deadline to January 31, 2018 for written submissions from residents, councils and committees to share their thoughts on how to renew this legislation. The following suggestions were put forth to submit:

1. Clear direction on dealing with land issues
2. The deadline for the Budget compared to the scheduled elections

Any further suggestions are to be forwarded to the Town Clerk/Manager as soon as possible so that he has time to compile a letter to submit. Lorne will also forward his thoughts to Council.

Item: Correspondence from Law Office re: 9/11 - Mayor Lush has been unable to reach the individual since the last meeting but the office did receive the attached correspondence. This will be deferred until Mayor Lush is able to reach the individual and discuss the items suggested during the previous Council meeting.

Item: Safety Workshop: This item will be deferred to the next OHS Committee meeting.

### **Committee Reports:**

**Finance: D. Dyke/M. Stockley**

Item: Vendor Aged Payables

**Motion: 18-01-22-023 (D. Dyke/C. Lush)** to approve the Vendor Aged Trial Balance in the amount of \$30,984.50.

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: 18-01-22-024 (D. Dyke/C. Lush)** to approve the Accounts Payable Cheque Register in the amount of \$27,576.43.

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**

Councillor Pritchett enquired as to the status of the Children at Play signs that were purchased. Council was informed that two have been received and installed but that two more have been ordered. Deputy Mayor Dyke noted that there was a sign that needed to be replaced but had to reconfirm the location.

Item: Land on Pine Tree Road – The Town Clerk/Manager received correspondence from the Developer regarding the land sale. He advised that the delay on finalizing the sale was because he was waiting on drawings of the development from his partners. The Developer further informed the Town Clerk/Manager that his partners did not want to release funds until construction is ready to begin and are now proposing a closing date of May 15<sup>th</sup> or earlier.

Item: Traverse Electric – This is for information purposes only. The business's home base has been relocated.

**Administration: D. Hopkins/D. Dyke**

No report.

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

No report.

**Economic Development: N. Philp/B. Pritchett**

There is a meeting scheduled Thursday at 10:00 am to discuss SEDCOR. Any Councillor who would like to attend is welcome to do so.

**Emergency Planning: D. Dyke/N. Philp**

No report.

**Tidy Towns: B. Pritchett/D. Hopkins**

No report.

**Regulations: D. Hopkins/C. Lush**

There is a meeting scheduled for January 29<sup>th</sup>.

**Age Friendly: M. Stockley/B. Pritchett**

No report.

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

No report.

**Liaison:**

**Recreation: C. Lush**

Chase the Ace is almost ready to go. All current programs are running smoothly. The rink was flooded until the warm weather came along. It was suggested that in the future, if the rink continues to be well utilized, we should consider installing some type of shelter for the rink. The shelter may not be able to protect against the damage of the temperature but it would be a good help in protecting from the rain.

**Fire Dept: D. Dyke**

The Fire Department had the Critical Incident Stress Management Team out to speak with members of the Fire Department.

**Festivals & Events: N. Philp**

No meeting since the previous report given.

**SEDCOR: M. Stockley**

Councillor Stockley questioned the timing of the Annual General Meeting. He was advised that the current chair wanted to have the meeting in March but the current bylaws state the meeting shall be held in May. A copy of the current bylaws will be forwarded to Council for their review.

**Town Manager's Report:**

Our requested meeting with the Department of Municipal Affairs and Environment and DMG Consulting Ltd. is scheduled for 7:00 pm on Wednesday, January 24<sup>th</sup>, 2018 at the Smallwood Interpretation Centre to discuss wastewater concerns.



Regarding the requested meeting with Central Newfoundland Waste Management; the Town Clerk/Manager was advised to contact their office and get a couple of dates to present to Council and see what date works best.

**Mayor's Report:**

No report as the Mayor's items were discussed previously in the meeting.

**Concerns:**

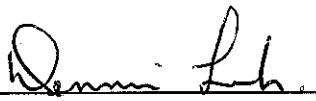
Deputy Mayor Dyke enquired as to whether or not anyone had spoken with the individuals responsible for "Come From Away" as he was advised that they will be filming a movie in the province.

Councillor Hopkins enquired as to whether or not the issue with the minutes portion of the website had been corrected.

Councillor Lush enquired as to whether or not we are experiencing issues with one of our lift stations as he has seen the Public Works department in a certain area of town many times lately.

**Motion: 18-01-22-025 (D. Dyke/B. Pritchett) to adjourn the meeting at 9:09 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