

The Town of Gambo

A regular meeting of the Town Council of Gambo was held on February 5th, 2018 at the Smallwood Interpretation Centre, Gambo.

Minutes of the regular meeting of the Town of Gambo held on February 5th, 2018 at the Smallwood Interpretation Centre, Gambo.

Members in Attendance

Mayor Dennis Lush
Deputy Mayor Darren Dyke
Councillor Barbara Pritchett
Councillor Nathan Philp
Councillor Craig Lush
Councillor Desiree Hopkins
Lorne Greene – Town Clerk/Manager
Cindy Collins – Administration Clerk

Members Absent

Councillor Mark Stockley
Youth Representative – Jenna Pritchett

Visitors

Mayor Lush called the meeting to order at 7:34 pm

Motion: 18-02-05-026 (C. Lush/B. Pritchett) to approve the Agenda of February 5th, 2018 as presented.

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

Minutes - Errors or Omissions: None noted.

Motion: 18-02-05-027 (D. Hopkins/C. Lush) to approve the minutes of January 22nd, 2018 as presented.

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

Business Arising from the Minutes:

Councillor Philp wanted to clarify a statement of his noted in the minutes regarding an Economic Development Meeting; it should note that there was an invitation extended to Council to submit

their input on SEDCOR for the meeting, not that there was an invitation extended for Councillors to attend the meeting.

New Business:

None noted.

Correspondence:

Council Meeting Correspondence

Received from	Received on	I / A	Details
Newfoundland Labrador Housing	January 25	I	Invitation for Proposals
Dept of Municipal Affairs	January 31	I	Tax Receivable Summary & Recovery Plan Submission Deadline
Facebook Request	January 22	A	Memorial for Family
Barbara Pritchett	February 1	A	Request to remotely attend Council meetings

I = Information Only A = Action Required

Information Items:

Mayor Lush requested that the first two 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 two items.

Action Items:

Item: Facebook Request; Memorial for Family – There was a round table discussion on the request. It was suggested to contact the individual who made the request directly for further clarification. The general consensus was that it would not be appropriate for the Town to spearhead something like this but that we could absolutely support it. It was discussed that it would be more appropriate for a church or the school to take initiative in this matter. It was further discussed that the family would have to be contacted on any memorial that may be organized.

Item: Barbara Pritchett; Request to remotely attend Council meetings – This request also included to be absent from the meetings in the event that remote access is not possible at the time.

Motion: 18-02-05-028 (D. Dyke/C. Lush) to approve Councillor Pritchett’s request to attend the meetings of March 5th, March 19th and April 2nd remotely. In the event that remote access is unavailable, Councillor Pritchett’s absence from the meetings is approved as well.

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

Committee Reports:

Finance: D. Dyke/M. Stockley

Item: Travel approval – D. Dyke to attend a meeting in St. John’s with the Minister of Transportation and Works, Steve Crocker. Mayor Lush’s and Lorne’s travel will be approved at a later date.

Motion: 18-02-05-029 (C. Lush/N. Philp) to approve travel for Deputy Mayor Dyke to attend a meeting in St. John’s with Minister Crocker.

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

Item: Appeal from GHID Corporation to change their tax classification from commercial to residential – There will be no changes this year but we will be evaluating the tax structure for next year.

Item: Correspondence from NL Youth Parliament Director of Finance – No donation at this time.

Item: Correspondence from Kiwanis Club of Gander – No donation at this time.

Item: GIC Transfer to Severance Fund Account

Motion: 18-02-05-030 (D. Dyke/N. Philp) to approve the transfer of the Town’s GIC to the Severance Fund Account in the amount of approximately \$16,000.00.

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

Item: November Bank Statement

Motion: 18-02-05-031 (D. Dyke/D. Hopkins) to approve the November Bank Statement closing balance in the amount of \$71,509.42.

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

Item: December Bank Statement

Motion: 18-02-05-032 (D. Dyke/D. Hopkins) to approve the December Bank Statement closing balance in the amount of \$128,601.54

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

Item: Bank Signing Officers – As Crystal Pardy is back from maternity leave to the position of Financial Officer, approval needs to be granted to remove Admin. Clerk, Cindy Collins, as a signing officer and to add Crystal.

Motion: 18-02-05-033 (D. Dyke/C. Lush) to approve the removal of Admin. Clerk, Cindy Collins, as a signing officer and the addition of Financial Officer, Crystal Pardy, as a signing officer.

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

Item: PMA Training – Clarendville – This training session includes sessions on the Municipalities Act Review and Asset Management. Recommending approval for Lorne to attend this training.

Motion: 18-02-05-034 (D. Dyke/C. Lush) to approve Lorne's registration and attendance to the PMA Training in Clarendville with a registration cost of \$74.75.

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

Item: A/R Adjustments

Motion: 18-02-05-035 (D. Hopkins/N. Philp) to approve the A/R Adjustments in the amount of \$2,579.67.

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

Item: Vendor Aged Payables

Motion: 18-02-05-036 (D. Dyke/B. Pritchett) to approve the Vendor Aged Trial Balance in the amount of \$78,849.98.

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

Item: Accounts Payable Cheque Register

Motion: 18-02-05-037 (D. Dyke/D. Hopkins) to approve the Accounts Payable Cheque Register in the amount of \$17,492.58.

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

Public Works: C. Lush/M. Stockley

Item: Dumpster – The date for discontinuation of this service is set for February 27th, 2018. Signage noting this will be increased around the dumpster.

Item: Application for Domestic Forest Harvesting – The Dept. of Fisheries and Land Resources is requesting a permit under Section (39)6 of the Water Resources Act for the Domestic Forest Harvesting in the Dark Cove Pond Protected Water Supply area. It is recommended that we deny this request as there are too many concerns surrounding the possible effects to our drinking water supply during the cutting process and in the future.

Motion: 18-02-05-038 (C. Lush/D. Dyke) to deny the application request to allow domestic cutting within our protective water supply boundary.

In Favor: Mayor D. Lush
Deputy Mayor D. Dyke

Councillors B. Pritchett, N. Philp, C. Lush, D. Hopkins

Opposed: 0
Abstaining: 0
Motion Carried

Item: Application for Vendors Permit; Marilyn's Hotdog Cart – Approval is granted annually to this vendor. Recommend approval again this year.

Motion: 18-02-05-039 (C. Lush/B. Pritchett) to approve the Vendor Permit application for Marilyn's Hotdog Cart for 2018 with the same stipulations as noted every year.

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

Opposed: 0
Abstaining: 0
Motion Carried

Item: Mint Brook Resource Road – Lorne has spoken with several departments regarding the possibility of the Town of Gambo assuming ownership of this road. More information is required.

Item: Rezoning for Mint Brook Camp – The process has started with our Town Planer. The rezoning ad will have to be advertised to the public for 14 days. After those 14 days it will be sent to The Department of Municipal Affairs and Environment for Provincial Review. Upon release and completion of their review, it will then be put forward to Council to adopt and set a date for the Public Hearing. If no comments are received at the office within 24 hours before the Public Hearing, Council may cancel the hearing.

Item: Crown Land Application #152593 – This application is still under review as more information is required before any decision can be made.

Administration: D. Hopkins/D. Dyke

No report.

Occupational Health & Safety: B. Pritchett

There has been no meeting but Councillor Pritchett and Morgan Cooze did attend a training course on committee training. Councillor Pritchett will be spending a day with Morgan to become familiar with all of the work stations in the community such as the lift stations and pump houses.

Economic Development: N. Philp/B. Pritchett

Councillor Philp gave an overview of the committee's recent meeting and their thoughts on SEDCOR and the David Smallwood Park.

Item: SEDCOR – The committee felt that having a not-for-profit organization in our town was important but that SEDCOR, as it operates currently, is not meeting the community’s diverse needs. The committee would like to have the board structured with its mission and priorities in place before the Annual General Meeting (AGM) of SEDCOR in May and would like to present the “new” revitalized SEDCOR to the community on March 28. The committee was also in agreement that the Smallwood Interpretation Centre should be a priority for SEDCOR; including its maintenance and operation.

Item: David Smallwood Park – The committee discussed the options available regarding the municipal park; Town operated, leased and the sale of. The committee will continue to explore the options available and work on a plan in principle for Council to consider.

Mayor Lush enquired as to the committee’s recommendation regarding the current SEDCOR chair. It was discussed that, according to the bylaws, the current chair is not able to run for chair at the next AGM as he has served his term but that he could continue to be a member of the Corporation. Councillor Lush enquired as to what the procedure would be if there was no interest in the chair position from residents. It was discussed that the current chair was appointed in part due to this reason even though the bylaws state a Councillor shall not be the chair of SEDCOR. It was discussed that this would be dealt with if the situation arose. It was further discussed that a conversation should be had with the current chair as a courtesy for his hard work and dedication to SEDCOR advising him that his dedication has been greatly appreciated but that he will be unable to run for chair as per SEDCORs bylaws.

Motion: 18-02-05-040 (B. Pritchett/D. Dyke) to advise the current chair of SEDCOR that a new chair will be elected at the next Annual General Meeting and that he will not be able to run for chair as he has served his term.

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

Opposed: 0

Abstaining: 0

Motion Carried

Councillor Philp invited Council to give their opinions on the David Smallwood Park. The following options were discussed: selling, short-term lease, long-term lease and Town-operated. The pros and cons for each option were further discussed and it was decided that selling was not an option as the Town does not own the property but has a License to Occupy for the area. It was suggested that if we continue to lease, short-term or long-term, the contract should be reviewed and revised. It was further noted that the Park requires repairs and that more money should be invested in it to complete upgrades as well as attract more visitors to the area.

Emergency Planning: D. Dyke / N. Philp

There was no meeting but Councillor Philp advised that the Emergency Operations Course he recently attended was a fantastic experience and very informative. He also noted that our current Emergency Plan does not have a person designated to Financials and that is something that should be put in place.

Tidy Towns: B. Pritchett/D. Hopkins

Councillor Pritchett would like to note a “thank you” to Rick and Colleen Ralph for donating a plaque for the Christmas Decorating Contest.

Item: Town Clean Up – The first step of the committee will be to ensure their own properties are clean. The committee may look at some type of incentive for residents to assist in cleaning up the community as well as to keep their properties tidy.

Item: Smallwood Interpretation Centre – The committee decided to defer this to SEDCOR.

Item: Trail Maintenance – Lorne will look in to possible funding for this project.

Item: Drovers Beach - The committee will be looking for someone who can make a rake-type device to attach to a quad or vehicle to clean the beach. They are hoping to do this regularly throughout the summer.

Item: Nuisance Properties – The committee is looking at offering incentives for compliance.

Item: Public Arts – Will have a committee for this area with a representative attending the Tidy Towns Committee meetings.

Item: Community Garden – The committee would like to build the community garden at the Middle Brook Trail. They will start with only a couple of beds and are hoping to attract volunteers to assist with this project.

Councillor Hopkins wondered if placing a dumpster or something similar in the Gambo Pond area would assist in curbing illegal dumping. Council was advised that garbage bins had been in place previously; they had no impact on the illegal dumping and the service was being abused.

Regulations: D. Hopkins / C. Lush

Item: Meeting Policy

Committee meeting minutes, agenda additions and information for Regular Council Meetings – Recommending that any additions to the agenda or any information that should be included in the package for a Regular Council Meeting be submitted to the Town Clerk/Manager no later than the end of the day on the Friday prior to the meeting. It was advised that this would not leave enough time to complete the package and upload it to Dropbox. It was then recommended that the deadline be the Thursday prior to the meeting.

Motion: 18-02-05-041 (D. Hopkins/C. Lush) that any additions to the agenda for a Regular Council Meeting for the Town of Gambo or any information that should be included in the meeting package for a Regular Council Meeting shall be submitted to the Town Clerk/Manager no later than the end of the day on the Thursday prior to the Regular Council Meeting when scheduled on a Monday.

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

Agendas and information pertaining to Committee meetings – Recommending that any agendas or information that is necessary to facilitate a Committee Meeting of the Town of Gambo shall be submitted to the Town Clerk/Manager no later than 24 hours prior to the scheduled meeting.

Motion: 18-02-05-042 (D. Hopkins/C. Lush) that any agendas or information that is necessary to facilitate a Committee Meeting of the Town of Gambo shall be submitted to the Town Clerk/Manager no later than 24 hours prior to the scheduled meeting.

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

Time Limit for Regular Council Meetings – Recommending that a Council Meeting for the Town of Gambo shall not exceed 1 hour and 15 minutes except by a motion of Council to extend the set meeting time. A round table discussion was held regarding the pros and cons of setting a time limit to a Council meeting. It was decided that Councillors shouldn't feel rushed or pressured at Council meetings due to time constraints as there are often crucial issues being discussed and decisions made. It was further suggested that as Mayor and Chair of the meetings, Mayor Lush should be able to judge the time required for discussions based on Council members and the items being discussed and should be able to lead the meeting accordingly. Mayor Lush agreed and noted he didn't have an issue in steering discussions to the next topic if the statements being made were getting repetitive or if more information was required to make an informed decision and the item would have to be deferred to the next meeting.

Time Limit for Committee Meetings – Recommending that a Committee Meeting for the Town of Gambo shall not exceed 1 hour with the exception of a vote in favor of extending the meeting by 15 minutes. It was discussed that the same should apply to Committee Meetings; the chair should be able to manage the length of the meeting as required.

Item: Civic Numbers – Recommending that civic numbers must be installed on all homes by June 1st, 2018. Noncompliance with this regulation shall result in further action at the discretion of Council. Councillor Philp enquired as to how the decision on the date was made and Deputy Mayor Dyke enquired as to what the further action would be. It was discussed that there was no specific reason for choosing that particular date and that the further action would only be warnings issued as Lorne was informed that we are unable to issue fines for noncompliance with our Regulations. It was further discussed that additional details may be added at a later date regarding visibility and sizing requirements. Mayor Lush will include it in his portion of the Newsletter as the Fire Dept have done in the past.

Item: Travel – Councillor Philp provided a web address to review information on the provincial government’s practice for required work travel. It was discussed that further information would be required before a decision was made.

Age Friendly: M. Stockley/B. Pritchett

There has been no meeting yet. Councillor Pritchett received correspondence from Councillor Stockley requesting that she replace him as the chair as the committee as he is unsure of where to start. The other Councillors and Mayor Lush had no issue with the switch.

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

No report.

Liaison:

Recreation: C. Lush

There is a meeting scheduled for tomorrow night. All programs are running smoothly. Councillor Pritchett enquired as to whether or not Recreation was just for the youth of the community. It was discussed that there have been other projects for other age groups in the past and that the regular employee has ideas she will be researching when she returns to her position.

Fire Dept: D. Dyke

The Snowmobile Run is scheduled for February 24th, 2018.

Festivals & Events: N. Philp

The committee has not had a meeting recently.

SEDCOR: M. Stockley

Councillor Stockely is absent so there is no report.

Town Manager’s Report:

Lorne advised of a follow-up phone conversation with Wilf Maloney, Regional Engineer for the Dept. of Municipal Affairs and Environment. Mr. Maloney would like to speak with our Engineer, Reg Hedges. As well, a copy of our waste water study has been sent to him for review.

Lorne reminded Council of the Central Newfoundland Waste Management site-visit scheduled for Friday, February 9th, 2018.

Lorne advised the he had a visit from MP Churence Rogers and that he is looking to meet with Council at the next scheduled Regular Meeting. He also advised Lorne that there will be a

building located in Centreville that his staff will be using that Council is welcome to avail of should the need arise.

Councillor Philp enquired as to where Councillors attending the meeting at the CNWM facility would meet. It was discussed and decided that the 6 persons able to attend would travel together in 2 vehicles and would be required to leave at approximately 8:30 am. It was further discussed that safety hats and vests would be provided but that persons attending were required to bring their own suitable boots to wear.

Mayor's Report:

Mayor Lush advised that notes from the committees for the Newsletter were due soon and that they should be short but informative.

Mayor Lush advised that he had spoken again with the person looking to provide funding/scholarships in recognition of Gambo's efforts during the events of 9/11. He is okay with giving the support to students of the community to use within the province and would like Council to give direction on this. It was discussed that perhaps we should partner with the Smallwood Academy Awards Committee for ideas and other possible direction. Mayor Lush further discussed that the donor would like to get some type of dialogue going between his community and ours. A general discussion was held regarding this and it was decided to defer this request to the Communications Committee to possibly get the school, the Lions Club or the Fire Dept. involved.

Concerns:

Councillor Lush has concerns with our current engineers and advised he would like Council to look at others in the future.

Councillor Pritchett advised that she has received concerns from residents on O'Reilly Street and Freshwater Road about snow clearing operations in regards to rocks being left behind on lawns, trees on lawns being hit and large windrows being left behind due to the way the snow is being cleared. It was advised that she inform the residents to contact the Town to file a complaint as there is a system in place to record any issues and concerns that residents have.


Motion: 18-02-05-043 (D. Dyke/C. Lush) to adjourn the meeting at 9:20 p.m.

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

Opposed: 0

Abstaining: 0

Motion Carried

Signature 
Mayor

Signature 
Town Clerk/Manager