

## The Town of Gambo

A regular meeting of the Town Council of Gambo was held on March 19<sup>th</sup>, 2018, at the Smallwood Interpretation Centre, Gambo.

Minutes of the regular meeting of the Town of Gambo held on March 19<sup>th</sup>, 2018, at the Smallwood Interpretation Centre, Gambo.

### Members in Attendance

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

### Members Absent

Councillor Nathan Philp  
Youth Representative – Jenna Pritchett

### Visitors

Laurie Holloway - Fisheries & Land Resources  
Mike Parkes – Fisheries & Land Resources

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

Mayor Lush welcomed Ms. Holloway and Mr. Parkes to the meeting.

**Motion: 18-03-19-058 (C. Lush & M. Stockley)** to approve the Agenda of March 19<sup>th</sup> 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

**Errors or Omissions:** Councillor Hopkins noted that she had abstained from voting on Motion 18-02-19-049 regarding the Gambo Lions Club 50<sup>th</sup> Anniversary Booklet Ad and requested that it be reflected in the minutes.

**Motion: 18-03-19-059 (C. Lush & D. Dyke)** to approve the minutes of February 19<sup>th</sup> 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:**

Councillor Lush requested that the item Forestry Dept. and the Domestic Cutting Area be noted as business arising from the minutes as well as new business.

**New Business:**

Item: Department of Fisheries and Land Resources Delegate - Mayor Lush invited the delegates from Fisheries & Land Resources - Forestry Dept. to the floor to speak and noted that there was a misunderstanding on Council's part with respect to the mapping for the Domestic Cutting Area 20 Boundaries. He advised that Council's understanding of the request for approval was that this was a new issue looking for approval and their concern was in protecting the Town's water supply. He further advised that Council was unaware that denying the request would mean denying any and all domestic cutting in the area. Councillor Lush suggested that more information be included in any similar correspondence in the future to avoid these misunderstandings.

Ms. Holloway explained the mapped boundaries and permissions given to permit holders in the permitted area. She noted that the buffer zones noted around our protected water supply are being respected and would not be abolished by approving the map presented. She advised that there are approximately 38 permits issued so far this year for the area and that to deny the application would mean a retraction of these permits as it would be denying any domestic cutting in the area. She further advised that this is a process that the Dept. has to go through every 5 years as a part of their operation. Mayor Lush suggested an increase to a portion of the buffer zone so that all buffer zones in the area be equal at 150 meters. Ms. Holloway and Mr. Parkes noted that they would advise Water Resources that they had a consultation with the Town and that this was our request; Council will probably receive another request for approval from Water Resources regarding this. Councillor Hopkins enquired as to whether or not the permitted cutting areas were rotated so as not to have a large environmental impact on the one area. She was advised that designated commercial cutting areas were rotated often but domestic areas were not. Ms. Holloway further advised that each permit was approved for 23 cubic meters of wood and noted that the impact of this cutting was minimal. It was decided that Council would rescind the previously approved motion and would retable the issue when further correspondence was received. Council thanked Ms. Holloway and Mr. Parkes for their time and the information provided.

Ms. Holloway and Mr. Parkes left the meeting at 7:52 pm.

**Motion: 18-03-19-060 (C. Lush & D. Dyke)** to rescind Motion 18-02-05-038 - 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, M. Stockley, C. Lush, D. Hopkins  
Opposed: 0  
Abstaining: 0

Motion Carried

Item: Meeting Request Regarding Farm Land Application – Mayor Lush informed Council of a request received from an individual interested in developing a mushroom farm in the area. He noted that the area of interest is not in the Town Boundary but that the individual was requesting a meeting with Council to have a brief discussion on his intentions and to answer any questions Council may have. It was discussed that Council would be interested in meeting with this individual to gather more information on their intentions but that maybe a meeting could be arranged outside of a Regular Council Meeting. It was decided that Lorne would make contact with the individual to try to arrange a meeting this coming Monday at 7pm and that Councillor Hopkins would change the time of her previously scheduled meeting to accommodate this.

Mayor Lush advised Council of Disclosure Statements that they were required to complete and submit to the office annually and they were distributed for completion.

**Correspondence:**

| Council Meeting Correspondence |             |       |   |
|--------------------------------|-------------|-------|---|
| Received from                  | Received on | I / A | Details   |
| Dept. of Municipal Affairs     | Feb 22      | I     | 2018 Budget Approval                                  |
| Dept. of Municipal Affairs     | Feb         | I     | Circular on Cannabis Retail Outlets                   |
| Municipal Assessment Agency    | Feb 26      | I     | Update on Municipal Assessment Agency                 |
| SAM                            | Feb 28      | I     | Newsletter Winter 2018                                |
| Government Purchasing Agency   | Feb 28      | I     | Public Procurement Framework                          |
| Dept. of Municipal Affairs     | Mar 1       | I     | Re: Ban the Bag                                       |
| Dept. of Trans & Works         | Mar 6       | I     | Re: Gander Airport Authority Support                  |
| Smallwood Academy              | Mar 6       | I     | Appreciation for Support                              |
| Dept. of Municipal Affairs     | Mar 13      | I     | Year-end Claims for Municipal Infrastructure Programs |
| Rec. Director/EDO              | Mar         | I     | Canada Service Corps Application Information          |

|   |        |   |   |
|---|--------|---|---|
| Fogo Island/Central Newfoundland Medical Air Transport Advocacy Group | Mar 7  | A | Request For Letter of Support - Designating Gander as a base for Supplemental Medical Air Ambulance Fixed Wing Aircraft |
| Fogo Island/Central Newfoundland Medical Air Transport Advocacy Group | Mar 13 | A | Request for Representative from Council for Committee   |
| Dept. of Municipal Affairs  | Mar 15 | A | 2018 Spring Municipal Training Circular   |
| NL Volunteer Hall of Fame   | Mar    | A | Nomination Form   |
| SAM   | Mar    | A | Conservation Scholarship  |
| Rec. Director/EDO   | Mar 16 | A | VIC Usage Proposal  |

I = Information Only

A = Action Required

*Information Items:*

Mayor Lush gave a brief description on the Information Items noted. Brief discussions were held on the following items:

- Public Procurement Framework – Councillor Hopkins expressed her interest in learning more about this item and suggested that all of Council be informed on this issue. Council was advised that the session noted here was just an introduction and that there probably would be more information sessions provided in the future; the office will watch for these opportunities and advise Council. It was noted that Council could also see if other communities in the area are interested in requesting a joint information session for this topic.
- Ban the Bag – There was a discussion on the response included in the correspondence and it was noted that the correspondence indicates that the Dept. is looking to go bigger in their ideas in this area.
- Canada Service Corps Application Information – Recreational Director/EDO, Amy Tiller, did some research regarding this application and came to the conclusion that due to the general application requirements, the required established partnerships and the applicable deadline, this application would not be feasible at this time.

*Action Items:*

Item: Request for Letter of Support & Request for Representative from Council for Committee (Fogo Island/Central Newfoundland Medical Air Transport Advocacy Group) – Mayor Lush informed Council that he had attended a meeting of the group; their purpose is to open the opportunity for Gander and/or Fogo to be able to submit a tender to be a mid-way location for the air ambulance. Councillor Pritchett suggested having a discussion with Councillor Philp to gather his input on the issue.

Item: 2018 Spring Municipal Training Circular – Lorne gave a brief overview of training opportunities that will be available. Councillor Stockley enquired as to who makes the decision as to who attends what training/information session. It was discussed that a proper way to make a decision on these items was required. It was discussed that, as Mayor, Mayor Lush should be able to have input as to who attends what. Councillor Hopkins disagreed and felt that the Mayor had no more authority than the rest of Council. Councillor Pritchett noted that the authority may not be a given for the position but that as a Council there is a delegation of authority to a certain degree that should be given out of respect to the position and to the individual in the position. Mayor Lush clarified that he does not feel that he should have the authority to demand certain Councillors attend certain sessions/events but that he would not have an issue being a deciding factor if an issue arose as to who would be attending a conference or course. It was further discussed that sometimes it would be best for certain Councillors to attend certain events/sessions as it is in line with the committees that they are members of. Councillor Lush advised that his concern was that whoever attending the sessions/training should be able to bring back good information for Council.

Mayor Lush brought forth a suggestion regarding an upcoming event that 3 Councillors were currently requesting to attend; rather than renting 3 rooms for 2 nights plus the travel costs for all 3 Councillors, it was suggested that they travel together and return home each evening. This suggestion would save hundreds off the total travel cost. It was discussed and agreed that this would be the best option.

Councillor Hopkins suggested that the Economic Development Officer attend the Economic Development Forum as noted in the information circular.

Mayor Lush suggested that staff be offered the opportunity to advise Council on what their personal development goals would be for the upcoming year and that Council could discuss and base the amount in the budget for training on the approved requests.

Item: Volunteer Hall of Fame – It was suggested that this item be deferred to the Economic Development Committee for their review.

Item: SAM Scholarship – It was suggested that this item be forwarded to the Awards Committee at Smallwood Academy for their input.

Item: Request for VIC – It was suggested that this be deferred to the Economic Development Committee. Deputy Mayor Dyke enquired as to whether or not the current liquor license for the location would allow the attendance of minors for the events and was advised that the license is classed as a “Table License” which does allow the presence of minors.

### **Committee Reports:**

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

Item: Freshwater Inn Business Tax - Deputy Mayor Dyke advised that a decision was made to return the Freshwater Inn to its original classification as a Bed & Breakfast in the Town’s business class. He further advised that Lorne would do additional research in regards to the

amount extra that has been paid on the account to determine if any further adjustment was necessary for the account.

Item: OHS Annual Conference – Deputy Mayor Dyke advised that nobody would be attending this year but that the item had been sent to Councillor Pritchett for review and would be added to the training budget for next year.

Item: January Bank Statement

Councillor Hopkins enquired as to the balance showing and whether or not it was a reflection of what was in our account now. Lorne advised that this was closing the balance of the bank account as of January 31, 2018.

**Motion: 18-03-19-061 (D. Dyke & C. Lush)** to approve the January Bank Statement with a closing balance of \$40,962.91.

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: Interest Write-Off Request – Deputy Mayor Dyke advised of a request from a resident to have interest removed from their account that was added as a result of an unpaid 2017 balance. The resident submitted the request as they have a history of paying their account in full in a timely manner and stated the balance owing was just an honest oversight on their part. It was decided to deny this request as our records indicate that a reminder regarding the balance owing had been sent to the individual in October of 2017.

Item: Correspondence re: Business Tax. – Deputy Mayor Dyke advised of correspondence received from this business indicating that they are being charged a water and sewer tax for the car wash operation located on-site but that the car wash is no longer operational. It was decided that the current water and sewer tax would be removed from the account and that the business would be sent to the Municipal Assessment Agency for a reassessment.

Item: Correspondence from Gambo Public Library – Councillor Hopkins declared herself in conflict and left the room. Deputy Mayor Dyke informed Council of correspondence received from the Library Board regarding the current rental agreement and negotiations for a renewal of the contract. It was discussed that the initial agreement put in place 5 years ago stated a payment of \$30,000.00 to help with renovations to the building as well as a monthly fee of \$300.00 to assist with the cost of utilities. Council was advised that due to the substantial utility cost associated with the building a request was sent to renegotiate the monthly fee as current contract expires in 2018. Correspondence received from the Library Board noted that they did not want to increase the monthly fee unless Council was willing to take back certain utility work such as the snow clearing, garbage collection and janitorial duties. It was decided to send correspondence back noting that Council would be willing to accept the noted responsibilities in exchange for an increase in the monthly fee by the amount of \$5100.00 as noted by them as the extra amount in their budget for the utility work.

Mayor Lush brought Councillor Hopkins back to continue the meeting.

Item: Glovertown & Area Minor Hockey Association; \$50 Ad space

**Motion: 18-03-19-062 (D. Dyke & C. Lush)** to approve placing a full page ad in the Glovertown & Area Minor Hockey Association Advertising Booklet at a cost of \$50.00.

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: Travel for Mayor; Presentation & Discussion on Air Ambulance Aircraft – session previously discussed in correspondence.

**Motion: 18-03-19-063 (D. Dyke & C. Lush)** to approve travel for Mayor Lush for attending the meeting at a cost of \$45.00.

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

Opposed: 0

Abstaining: Mayor D. Lush

Motion Carried

Item: Correspondence from MMSB; Composters – Deputy Mayor Dyke advised that we will not be purchasing any composters at this time as we still have 13 stored at the Town Depot that are available for purchase at a cost of \$25 each.

Item: Central Regional Meeting, Grand Falls – This item was dealt with earlier.

Item: Correspondence from Smallwood Academy – Deputy Mayor Dyke advised that we will not be donating at this time as we often work with the program throughout the year in other events.

Item: Quotation on Sewer Pumps – Repairs were required to two of the sewer pumps. Repairs on the two pumps cost less than the purchase of one pump alone resulting in a large cost savings for the Town.

**Motion: 18-03-19-064 (D. Dyke & C. Lush)** to approve the cost of repairs to two sewer pumps in the amount of \$5,140.86.

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: GIC Transfer – Deputy Mayor Dyke reminded Council of previous discussions held on transferring the GIC to the severance fund and advised that the GIC is unable to be transferred at this time as it is locked in until December.

Item: A/R Adjustments – Consisting of: billing error of \$50.00, partial Poll Tax exemption of \$255.00, billing error of \$614.66 and an interest billing error of \$77.10. Total adjustment of \$996.76.

**Motion: 18-03-19-065 (D. Dyke & M. Stockley)** to approve the A/R Adjustments in the amount of \$996.76

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: Vendor Aged Payables – in the amount of \$47,965.88. Councillor Hopkins enquired as to the details of the payment to the Town of Centreville-Wareham-Trinity and was advised that this was a commitment made by previous Council regarding an Economic Profile. Councillor Hopkins also enquired as to the credit noted for Brenntag Canada Inc. and was advised that this company supplies our chlorine; the bottles are credited to our account upon return so our account often shows as being in a credit.

**Motion: 18-03-19-066 (D. Dyke & C. Lush)** to approve the Vendor Aged Trial Balance in the amount of \$47,965.88.

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 – in the amount of \$55,031.00.

**Motion: 18-03-19-067 (D. Dyke & D. Hopkins)** to approve the Accounts Payable Cheque Register in the amount of \$55,031.00.

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

Opposed: 0

Abstaining: 0

Motion Carried

Mayor Lush suggested that in circumstances where large purchases are required or items that may be controversial in nature are being discussed, the notice sent out at the committee level be forwarded to all of Council for information purposes; not just to the committee that the issue



pertains to. This would be beneficial to Council and allow them the ability to be informed should any discussions or questions be presented to them on the subject by residents.

**Public Works: C. Lush/M. Stockley**

Item: Crown Land Application No. 152593 – Councillor Lush advised that the office has received correspondence from the applicant noting a withdrawal of the application for the Metal Recycling Yard Business.

Item: Crown Land Application No. 151183 – Councillor Lush advised that we are waiting on a site-visit before making a decision on this application. The location in question is in an area prone to flooding and a discussion regarding this has to be had with the applicant before proceeding.

Item: Concern; 3 James Street – Mayor Lush declared himself in conflict and left the room. Councilor Lush advised that the issue has been an ongoing concern for some time now. The Public Works department will be digging a ditch in the area in the spring to see if this will help to alleviate some of the issues in the area.

Mayor Lush returned to the meeting.

Item: Tender for Brush Cutting on J.R. Smallwod Blvd. – Councillor Lush advised that Lorne has been speaking with officials from the Dept. of Transportation and Works who have advised that we hold off on this process until April 1<sup>st</sup> and the Assistant Deputy Minister will look at this issue then.

Item: Domestic Cutting Area 20 – This item was discussed earlier with the delegates from the Dept. of Fisheries & Land Resources.

Item: Street Light Proposal for Gambo Pond Area – Councillor Lush advised that Lorne has a request sent to arrange a site-visit with NL Power to discuss exact locations and costs involved.

Mayor Lush initiated a round-table discussion on information that is provided to the public as it relates to Public Works and Discretionary Use Notices. It was discussed that the length of time for Notices posted be determined based on the details of the application; if the application was one that Council felt would be a controversial issue or one that may require consultation or discussion with the public then the length of time for advertising for feedback could be extended to give residents a decent amount of time to respond. The public should also be aware that there are certain steps that Council and the office have to follow in accordance with the Urban and Rural Planning Act as well as the Town Plan when receiving and processing applications. It was decided that the length of advertising time required for a Discretionary Use Notices would be determined on a case-by-case basis going forward.

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

Item: Office Staff Contracts – Councillor Hopkins advised that the office staff contracts had been revised. Lorne advised that they have been forwarded to the staff for their review. It was discussed that it would be a good idea to get the contracts for the Public Works department and the contracts for the office staff on the same timeline so that all contracts are dealt with at the same time instead of as it currently sits at a year apart.

Item: Smallwood Interpretation Centre/Festival & Events Coordinator – Councillor Hopkins advised that the ad for this position is out.

Item: NL Power Grant – Councillor Hopkins advised of a funding application submitted to replace the current lighting at the Village Green with LED lighting. It was noted that the actual cost to replace each light with LED lighting would be approximately \$900.00 per light.

Item: Regulations for the Smallwood Interpretation Centre – Councillor Hopkins requested that Council provide their input on this item. Mayor Lush advised that there was some work completed on this item.

Mayor Lush wanted to remind the committees to be mindful of what is being noted in their reports that are being submitted to Council for the meetings. Council and the office have to be mindful of personal information that may inadvertently be shared and that once the reports are tabled at the meeting, they are considered public knowledge just as any other item discussed at the meeting.

Item: Permanent-Seasonal Workers vs. Temporary-Seasonal Workers – A round-table discussion was held on this item. The pros and cons attached to each option were discussed. Councillor Pritchett was not in agreement with advertising for the positions on a yearly basis and felt that the person hired should be considered a permanent-seasonal employee of the Town. Councilor Lush expressed his concern that there may be someone else out there more qualified for the positions that we don't have the opportunity to find if we're not advertising. It was discussed that some of the positions in question have a steep learning curve attached to them and could make for a frustrating year as well as have the effect of not showing a person's true potential in the position due to the learning process. It was also noted that if the positions are advertised yearly, the person hired may not be as invested in their work as someone who had some semblance of security in their position.

Smallwood Interpretation Centre/Festival & Events Coordinator

**Motion: 18-03-19-068 (D. Dyke & B. Pritchett)** to approve the position of Smallwood Interpretation Centre/Festival & Events Coordinator as a Permanent-Seasonal Worker.

In Favor: Mayor D. Lush

Deputy Mayor D. Dyke

Councillors B. Pritchett, M. Stockley, C. Lush, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Maintenance Worker – Councillor Hopkins advised that this position was previously titled Carpenter. She further noted that she would like to see this position on a term basis of two or three years.

**Motion: 18-03-19-069 (D. Dyke & B. Pritchett)** to approve the position of Maintenance Worker as a Permanent-Seasonal Worker.

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

Further discussions were held on the positions in question and the pros and cons of Permanent-Seasonal vs Temporary-Seasonal. The pros and cons of instating a three-year term vs a one-year term were also discussed. It was also discussed that previous Council had kept the same worker for the positions unless the person was no longer interested. It was noted that the positions would be open for applications this year. Discussions were held around the Union Local and if there was a requirement for any permanent employee of the Town to become a member.

**Motion: 18-03-19-070 (D. Hopkins & C. Lush)** to approve the position of Maintenance Worker on a three (3) year seasonal contract.

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

Animal Control Officer – Councillor Hopkins advised that there are still ongoing discussions as to whether or not this position will continue in 2019. It was advised that this position be accepted as seasonal.

**Motion: 18-03-19-071 (D. Dyke & D. Hopkins)** to approve the position of Animal Control Officer as seasonal.

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

It was noted that a motion for Finance was overlooked as discussions on the issue occurred during the review of the correspondence.

**Motion: 18-03-19-072 (D. Dyke & C. Lush)** to approve the travel associated with and registration costs for 3 members of Council to attend the MNL Central Regional Meeting in Grand Falls-Windsor on the 23<sup>rd</sup> and 24<sup>th</sup> of March.

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

Councillors B. Pritchett, M. Stockley, C. Lush, D. Hopkins

Opposed: 0  
Abstaining: 0  
Motion Carried

It was noted that the office staff can now start the hiring process required for these positions.

Councillor Pritchett enquired as to whether or not we are currently accepting reservations for events at the Interpretation Centre. She was advised that the office is accepting reservations as long as the date falls within the duration of the Coordinators position at the Centre.

Mayor Lush advised that an application came in to operate a restaurant in town. A timeline for a Discretionary Use Notice was discussed. Lorne advised that he had been speaking with our Town Planner and was advised that as the application is for operating a restaurant in a location that was operating as a restaurant within the past 365 days, the application conforms with our Town Plan and can automatically be approved by Council.

**Motion: 18-03-19-073 (C. Lush & D. Dyke)** to approve an application to operate a restaurant at 386 J.R. Smallwood Blvd.

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

Opposed: 0  
Abstaining: Councillor B. Pritchett  
Motion Carried

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

No report.

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

No report.

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

Deputy Mayor Dyke advised there was a meeting on February 21<sup>st</sup>. The Town's current Emergency Plan was reviewed and a few changes need to be made. In addition to these changes, Crystal Pardy will be added as the Financial Officer as she is the Financial Officer for the Town, the Emergency Operations Centre (EOC) is currently listed as the GCYC; this will be changed to the Fire Hall as the setup to allow this was installed during the new construction and funding opportunities will be researched in hopes of finding an opportunity to purchase a backup generator to support a designated Warming Shelter.

He further advised that Blair Hogan will be contacted to discuss training opportunities.

Deputy Mayor Dyke noted that he has copies of the documents required for the ICS I-100 Course available for anyone who would like to complete the course.

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

Councillor Hopkins advised that it was decided to host a cleanup of the trails and playground area in Middle Brook. The Lions Club has decided to partner with the Committee for this and will provide a free BBQ of hot dogs, water and juice boxes for the event.

The Committee questioned as to why the Town limits the items that it collects during Cleanup Week. It was discussed that there have been instances in previous years where residents would wait for cleanup week to complete renovations; one example noted was of a full shed being dismantled and put out for the Town to collect. It was further discussed that the costs associated with disposing of these types of items would be exceptionally high and that the limitations help to keep the associated costs down. Councillor Lush suggested looking for a wood chipper for alders that residents may want to dispose of during cleanup week. It was discussed that, if availed of, the wood chips could then be used as mulch around the edges of the trails in the community or for something similar.

The committee also questioned whether or not earlier application of calcium was an option as they felt that an earlier application of calcium would mean not having to use as much later throughout the year. It was discussed that calcium was late being distributed last year as the product was not available to us for purchase early in the year. It was questioned whether or not the Town was able to purchase calcium in bulk by the truck load rather than in bags. It was discussed that the Town does purchase calcium in bulk but that the purchasing of calcium is done through the Government Purchasing Agency and they purchase in bulk by the bag. Councillor Lush suggested that the Town consider purchasing a spreader to use to distribute the calcium as the current method of doing so is by hand.

Councillor Hopkins noted that all other items in the report are for information purposes.

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

Councillor Hopkins briefed Council on the proposed regulation for civic numbers. It was discussed that the regulation was ready to go and just required the addition of some definitions. Mayor Lush suggested deferring further discussions on the regulations until the definitions could be added and the regulations was in a condition to be accepted due to the current time. He further suggested that this be applicable to all other regulations

Councillor Hopkins gave a brief overview on the committee's discussion on the Animal Control Regulations and advised that, as per the report, other regulations were still being reviewed as well.

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

Councillor Stockley advised that there has been two meetings recently. He further advised that the Recreation Director/Economic Development Officer has applied for a funding opportunity for

the committee to complete surveys and noted that there is other funding available that they will be looking in to.

Councillor Pritchett advised that installing lights at the track and field had been suggested to the committee and that they were looking for funding opportunities to cover this cost.

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

It was noted that this committee may be coming to an end but that Councillor Philp should be given an opportunity to speak on this before it can be made official. It was further noted that he may have some guidelines to present to Council before a decision is made to end the committee.

**Liaison:**

**Recreation: C. Lush**

Councillor Lush advised that the Chase The Ace fundraiser has started. He noted that he was unsure as to what else was going on at the moment regarding the programs and such as the Recreation Director has not been in contact with him.

**Fire Dept: D. Dyke**

Deputy Mayor Dyke advised that the Skidoo Run has been postponed until April 28<sup>th</sup> and will be an ATV/Side by Side Run.

**Festivals & Events: N. Philp**

No report.

**SEDCOR: M. Stockley**

Councillor Stockley advised that they are currently looking for volunteers to join SEDCOR. He noted that they had created a temporary logo to use until the committee could be situated with new members and their input could be collected. It was further noted that a member drive has been scheduled for April 11<sup>th</sup>.

**Town Manager's Report:**

Lorne advised that he attended a site-visit with the engineers and the developer for the Town Hall. They are hoping for a move-in date of March 31<sup>st</sup>, 2018.

Lorne advised that he is still in contact with the Dept. of Fisheries and Land Resources regarding arranging a meeting for discussions on the Mint Brook Resource Road.

Lorne advised that he received a request from our MHA's office to arrange a meeting. He will advise further on this when a date can be set.

**Mayor's Report:**

Mayor Lush suggested that Council meetings be held once a month unless otherwise necessary. It was noted that if an item of great concern was presented to staff or Council then a meeting could be called. Councillor Hopkins noted her concern with this suggestion as several items had to be deferred from this meeting. It was discussed that there were additions to the current meeting, such as the Forestry Delegates, that were not common during Council Meetings. It was further discussed that if there was a large amount of correspondence or information to be presented at a meeting, the opening time for the meeting could be set a little earlier or that a special meeting could be called for larger, detailed items such as Regulations if necessary.

**Concerns:**

Councillor Lush noted a concern being brought to him regarding the fire hydrants not being cleared of snow and of employees driving around town excessively.

Councillor Pritchett wanted to note that her previous request to attend remotely no longer applied.

Councillor Hopkins noted her concern with it taking a long time for her travel to be approved. It was noted that due to the conversation held previously during the meeting, that should not be an issue in the future.

Councillor Stockley advised that he has spoken with a Councillor from New-Wes-Valley regarding an information kiosk in regards to tourism in the area. Lorne advised that he had spoken with the individual as well. Councillor Stockley will be meeting with him in the near future to further discuss.

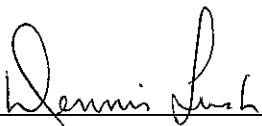
**Motion: 18-03-19-074 (C. Lush & D. Dyke) to adjourn the meeting at 10:10 p.m.**

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

Opposed: 0

Abstaining: 0

Motion Carried

Signature   
Mayor

Signature   
Town Clerk/Manager