

The Town of Gambo

A regular meeting of the Town Council of Gambo was held on April 23rd, 2018 at the Smallwood Interpretation Centre, Gambo.

Minutes of the regular meeting of the Town of Gambo held on April 23rd, 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
Youth Representative – Jenna Pritchett
Lorne Greene – Town Clerk/Manager
Cindy Collins – Administration Clerk

Members Absent

Visitors

Mayor Lush called the meeting to order at 7:01 p.m.

Mayor Lush welcomed residents in the gallery to the meeting.

Motion: 18-04-23-086 (D. Dyke & C. Lush) to approve the Agenda of April 23rd, 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

Motion: 18-04-23-087 (D. Hopkins & B. Pritchett) to approve the minutes of March 19th, 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

Motion: 18-04-23-088 (B. Pritchett & M. Stockley) to approve the minutes of April 9th, 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

Errors or Omissions: Mayor Lush requested clarification on the motion regarding the domestic cutting area boundary as discussed in the March 19th meeting. It was noted that the motion in question had been rescinded at the March 19th meeting and it was decided to retable the item for approval and adoption upon receipt of correspondence from the Department of Fisheries & Land Resources noting the change in the buffer zone as requested by Council.

Business Arising from the Minutes: Councillor Hopkins wanted to clarify a statement noted in the minutes of March 19th, 2018 regarding her opinion on the authority of the Mayor. It was felt that the statement captured in the minutes gave the impression that she believed that the Mayor had no authority in his capacity but that was not her intention. She further clarified that

Item: Resolution for Smallwood Days Festival Banner – Councillor Philp requested that this item be deferred until the Festival update was given.

Item: Resolution to dissolve Communications Committee – Councillor Philp requested that this item be deferred until the Committee report was given.

New Business: None noted.

Correspondence:

Council Meeting Correspondence			
Received from	Received on	I / A	Details
Dept of Municipal Affairs	Mar 14	I	Use of Municipal Water, Sewer and Roads Master Construction Specifications
Gander and Area Chamber of Commerce	Mar	I	2018 Board of Directors
Canadian Heritage	Apr 4	I	Canada Day 2018 Funding - \$1300.00
Dept of Municipal Affairs	Apr 5	I	Special Assistance Grant - Fire Dept @ \$5406.18
Dept of Municipal Affairs	April 12	I	Gas Tax Allocation
Dept of Municipal Affairs	April 12	I	Enabling Accessibility Fund Call for Concepts

Dept of Tourism, Culture, Industry and Innovation	April 20	I	SEDCOR Operational Support Grant @ \$8170.00
ATIPP Office	Mar 14	A	Head of Local Public Body
Association of Midwives of NL	Apr 11	A	Midwifery Coming to Gander
Gander & Area SPCA	April 12	A	SPCA No Longer Accepting Feral Cats

I = Information Only

A = Action Required

A brief overview was given for the first two 'information only' items with no further discussions.

Item: Canada Day 2018 Funding – A grant has been received for this event in the amount of \$1300.00.

Item: Special Assistance Grant, Fire Dept – A grant has been received for the Fire Dept in the amount of \$7452.00 with the provincial share being \$5406.18. Councillor Pritchett noted that this funding is a 80/20 cost sharing ratio and questioned if the Town's 20% was included in the 2018 budget. It was noted that the Town's portion of the costs associated with this grant would be taken from the approved Fire Dept requests that were included in the 2018 budget.

Item: Gas Tax Allocation – Noted in the amount of \$45,397.66.

Item: Circular to Municipalities; Enabling Accessibility Fund Call for Concepts - Councillor Pritchett enquired as to whether or not this was just for Municipalities. It was noted that the letter stated funding was available for not-for-profit organizations, municipalities, indigenous organizations and territorial governments. Councillor Hopkins enquired as to whether or not this could be applicable to the ongoing Town Hall renovations. It was discussed that as there will be a new addition to the building, accessibility was built in to the design. It was discussed that we could look at applying for funding for a ramp at the swimming pool or the Public Library or possibly doing something to make the salmon river more accessible. It was further discussed that maybe this application could be forwarded to the Recreation Director/Economic Development Officer.

Item: SEDCOR Operational Support Funding In the amount of \$8170.00. Councillor Pritchett enquired as to whether or not this amount was received annually; it was noted that it has been received annually for several years.

Item: ATIPP Office, Head of Local Public Body – It was discussed that as per the correspondence presented, the ATIPP Office is updating their list of heads of local public bodies. It was noted that Lorne is designated as the ATIPP Coordinator a result of his position and was further noted that Mayor Dennis Lush should be appointed as the Head of The Public Body as a result of his position.

Motion: 18-04-23-89 (N. Philp & D. Dyke) to appoint Mayor Lush as a head of the municipality for the purpose of ATIPPA.

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: Midwifery Information Session – Councillor Hopkins noted her interest in attending this event if her schedule allowed; she is also attending the Municipal Symposium that has events scheduled for that day.

Item: SPCA Policy Amendment; no longer accepting feral cats – A round table discussion was held regarding this item. The possibility of contacting other SPCAs in our area to see if they would be able to assist us with this issue if the need arose was discussed. It was further discussed that an individual had expressed an interest in assisting in temporarily housing animals when the need arose and was noted that the individual in question should be advised to contact the office so that we may discuss our options in this area.

Committee Reports:

Finance: D. Dyke/M. Stockley

Item: Freshwater Inn Business Tax Adjustment – This business was previously categorized as Hotel/Motel but should have been categorized as B & B according to the government and Town standards. An adjustment of \$1556.38 will be made to this account with a refund being issued to the owner in the amount of \$2154.28. Approval for the total adjustment as the refund is included in the A/R Adjustments later in the Finance Report.

Motion: 18-04-23-90 (D. Dyke & N. Philp) to approve an adjustment to the Business Tax for Freshwater Inn in the amount of \$2154.28.

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: Mil Rate for Ambulance Service – To be set at 16 Mils.

Motion: 18-04-23-91 (D. Dyke & B. Pritchett) to set a Mil Rate of 16 Mils for an Ambulance Service Business.

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: Centennial Road Paving Project – Four approvals are required for this loan.

Motion: 18-04-23-92 (D. Dyke & B. Pritchett) to seek approval from Venture Credit Union to borrow in the amount of \$122,843.00 to complete road upgrades to Centennial Road, Gambo. This loan will be for a term of ten years with an interest rate of 5% interest with a monthly payment of \$1302.94.

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: 18-04-23-93 (D. Dyke & D. Hopkins) to seek approval from the Dept. of Municipal Affairs and Environment to borrow the amount of \$122,843 from Venture Credit Union for the paving of Centennial Road. This loan will have a term of one year with an amortization period of 10 years and a rate of 5% interest with a payment of \$1302.94 monthly.

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

Opposed: 0

Abstaining: 0

Motion Carried

Lorne advised that we are required to use the GST Rebate from the project as a portion of the funding involved. Upon receipt of the GST Rebate for this project, those funds will be used to then pay off the interim financing.

Motion: 18-04-23-94 (D. Dyke & M. Stockley) to seek approval from Venture Credit Union to borrow the amount of \$25,241.00 for interim financing for a period of one year to pay the GST Rebate portion of the Centennial Road Paving Project. This loan will be at a rate of 5.5% with the loan being payable in full within the year.

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: 18-04-23-95 (D. Dyke & D. Hopkins) to seek approval from the Department of Municipal Affairs and Environment to apply for interim financing with Venture Credit Union in the amount of \$25,241 for the GST Rebate portion of the paving project. This loan will have a term of one year and an amortization period of one year and an interest rate of 5.5% and will be repayable in full within one year.

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: Smallwood Park Contract – Lessee signed the contract with the stipulation that a discussion be held with Council seeking clarification on the HST and the inclusion of it in gross sales. A round table discussion was held and it was decided to defer this item to Economic Development for review.

Item: February Bank Statement in the amount of \$135,917.22.

Motion: 18-04-23-96 (D. Dyke & M. Stockley) to approve February's bank statement with a closing balance of \$135,917.22.

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: Correspondence regarding the Gambo Public Library – Councillor Hopkins removed herself from the meeting due to conflict. Correspondence was received from the Provincial Information & Library Resources Board (PILRB) in response to our request for an increase to the yearly rental fee for the Gambo Public Library. The PILRB accepted our offer to reassume certain general maintenance aspects of the Library and were in agreement with the proposed increase in fees totaling \$8,600.00. The PILRB is requesting a contract be signed for a period of 10 years; Finance is suggesting a 5 year term and correspondence will be sent informing the Board of the same.

Desiree returned to continue the meeting.

Item: Pump for Black Duck Brook

Motion: 18-04-23-97 (D. Dyke & M. Stockley) to approve the purchase of a pump in the amount of \$5,737.69 plus applicable taxes.

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: Municipal Symposium, May 3rd – 5th – Councillors Pritchett and Hopkins have expressed an interest in going.

Motion: 18-04-23-98 (D. Dyke & M. Stockley) to approve the registration for Councillors Pritchett and Hopkins to attend the Municipal Symposium at a cost of \$275 per person.

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

It was noted that the 3 Councillors scheduled to attend the MNL Forum in Grand Falls were unable to attend and that the registration for that event was refunded.

Item: 2018 APSIM Conference – There will not be anyone attending this event. It was also noted that this is not a government delivered course.

Item: PMA Convention June 6th – 8th in Corner Brook – This convention offers various training and development opportunities for the office staff. It was noted that Lorne and Cindy would be attending this convention but that the office staff should rotate attendance so that all employees have the opportunity to expand their training.

Motion: 18-04-23-99 (D. Dyke & C. Lush) to approve the registration for Lorne and Cindy to attend the PMA Convention at a cost of \$300.00 per person.

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: SAM Spring AGM May 25th and 26th in Stephenville – Mayor Lush suggested that a brief overview of SAM be given to the visitors in the gallery. Councillor Stockley advised that SAM stands for Stewardship Association of Municipalities and they are involved in retaining and enhancing important wildlife habitat within municipal boundaries. He further noted that they are involved in the preservation of Gambo’s wetlands.

Motion: 18-04-23-100 (D. Dyke & C. Lush) to approve the registration for Councillor Stockley to attend the SAM Spring AGM at a cost of \$451.30.

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: Ronald McDonald Charities – Recommending no donation at this time. A general discussion was held and it was decided that as this is a publicly funded charity and that the Town should not be using taxpayers money to donate to this charity.

Item: A/R Adjustments in the amount of \$1939.41 - Deputy Mayor Dyke removed himself from the meeting due to conflict. Councillor Stockley advised that the adjustments were Poll Tax, Business Tax and Property Tax. Clarification of Poll Tax was requested and it was discussed that this tax is levied to individuals who live or work in the town but do not own property and pay a property tax. It was discussed that this particular tax is hard to police and has been a concern for Council and staff for a few years. It was further discussed that poll tax was one of the items recommended during the Municipalities Act Review to be eliminated. It was a concern

of several Councillors that renters paying a poll tax in the community were paying a tax for living in a home that is also paying a tax.

Motion: 18-04-23-101 (M. Stockley & N. Philp) to approve the A/R Adjustments in the amount of \$1939.41 consisting of Poll Tax, Business Tax and Property Tax.

In Favor: Mayor D. Lush
Councillors B. Pritchett, N. Philp, M. Stockley, C. Lush, D. Hopkins

Opposed: 0

Abstaining: Deputy Mayor Dyke

Motion Carried

Deputy Mayor Dyke returned to continue the meeting.

Item: Town Clerk/Manager Travel Claim – January – March 2018.

Motion: 18-04-23-102 (M. Stockley & N. Philp) to approve the travel claim for the Town Clerk/Manager for January to March in the amount of \$522.00.

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

Opposed: 0

Abstaining: 0

Motion Carried

Item: Purchase of Lawn Mower – Nortrax was the lowest quote received for the category of mower that we require.

Motion: 18-04-23-103 (D. Dyke & N. Philp) to approve the purchase of a zero turn lawn mower in the amount of \$4401.05 from Nortrax.

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 wanted to offer clarification on the procedures of the meeting to the visitors in the gallery. He advised that the majority of the work for meetings is done at the committee level before the Council Meeting; information is compiled and discussed and a decision is made there. If no further discussion is required by the full Council, the items are then moved to be accepted.

Item: Vendor Aged Trial Balance - \$51,206.65.

Motion: 18-04-23-104 (D. Dyke & C. Lush) to approve the vendor aged trial balance in the amount of \$51,206.65.

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 - \$91,249.03.

Motion: 18-04-23-105 (D. Dyke & B. Pritchett) to approve the accounts payable cheque register in the amount of \$91,249.03.

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

Councillor Hopkins requested confirmation that the registration for the MNL Central Regional Meeting was cancelled and that we would be receiving a refund. Lorne advised that the registration had been cancelled but that we had not received a refund to-date.

Public Works: C. Lush/M. Stockley

Item: Crown Land Application No. 151183 – This application is an ongoing process. We are currently in the process of making arrangements to complete a site-visit to discuss possible issues in the area. Councillor Philp requested clarification on the location pertaining to the application and was advised that the land is located near the trailer court and that there may be issues in backfilling in the area as the location is prone to flooding.

Item: Tender for Brush Cutting along JR Smallwood Blvd. – Lorne has contacted the provincial office for the Dept. of Trans and Works and is awaiting a response.

Item: Street Light Proposal, Gambo Pond Area – A representative from NL Power was out to complete a site-visit and will be forwarding a cost-estimate to Lorne. The representative also completed an assessment of the Track and Field and will be providing an estimate for this as well.

Item: Application for a Portable Sawmill, First Pond – This application is being recommended for approval with the following stipulations:

- The saw be operated from a residential garage on-site.
- That the applicant follow any rules and regulations in place that any other government department may have in place due to being located near a body of water.

Motion: 18-04-23-106 (C. Lush & M. Stockley) to approve a permit for a portable sawmill to be located at First Pond.

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: Application for a Portable Sawmill, 487A J.R. Smallwood Blvd. – Cindy left the meeting due to conflict. This application is being recommended for approval with the following stipulation:

- The saw be operated from a residential garage on-site.

Motion: 18-04-23-107 (C. Lush & D. Dyke) to approve a permit for a portable sawmill to be located at 487A J.R. Smallwood Blvd.

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

Opposed: 0

Abstaining: 0

Motion Carried

Cindy returned to continue the meeting.

Item: Application for Domestic Forest Harvesting – This item was previously discussed at a Council meeting with delegates from the Department of Fisheries & Land Resources. After receiving clarification from the delegates, Council decided to grant approval of the application pending the increase of one of the buffer zones surrounding our water supply. The correspondence confirming the change has been received and is ready to be accepted.

Motion: 18-04-23-108 (C. Lush & M. Stockley) to approve the Domestic Forest Harvesting, Area 20, Application with the increase to the buffer zone around our water supply.

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: Request Regarding the Stairwell in the Gambo Community Youth Centre – A request was received at the office from the 50+ Club to renovate the stairwell in the GCYC to create more storage space. Public Works is recommending and it was decided that this request be deferred until a review of all Town owned buildings and infrastructure can be completed.

Item: Application for Vendor Permit at 235 J.R. Smallwood Blvd. – This application is being recommended for approval for the location noted. Councillor Lush noted that the applicant had been contacted to provide the office with any additional locations that they had intended to operate from to be granted approval. Lorne advised that he had received a list of locations and they are as follows:

- Festival – it was noted that this is a decision of the Smallwood Days Committee,
- Pub – it was noted that this location would require permission from the owner,
- Gambo Lions Club & SUF parking lot – it was noted that this location would require permission from the owner as well,
- Water Hole near the overpass – it was noted that this location was under the jurisdiction of the Dept. of Trans and Works and would require their permission
- Joey's Lookout – it was discussed that there are normally only three permits issued for this location each year and that they were issued; approval for this location would require notification in writing from one of the permitted vendors advising that they would no longer be operating there for the 2018 season. It was noted that if this correspondence was received, the application could be approved for this location with the stipulation that operations be in the off-season of LA Farms Inc. Councillor Lush advised that the

required correspondence to grant this approval would be directed to the Town Hall as soon as possible.

Motion: 18-04-23-109 (M. Stockley & D. Dyke) to approve the vendor permit for 235 J.R. Smallwood Blvd. as well as to approve in principle operating from Joey's Lookout, conditional upon receipt of correspondence from a previously approved vendor for the location.

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

Opposed: 0

Abstaining: Councillor Lush

Motion Carried

Item: Request for Street Light near the Village Green – Councillor Lush advised that this item had been deferred to complete an assessment of the location. Councillor Stockley advised that he has not had the opportunity to review the location to-date. It was noted that the ramp in the location was the property of the Town.

Item: Correspondence from Residents of Balsom Street – Councillor Lush advised of correspondence received at the office from residents of Balsom Street regarding an ongoing issue in the area. Correspondence will be sent to residents in the area as well as the property owner acknowledging the receipt of the correspondence. As well, a resident has been advised arrangements would be made with the Public Works Committee to discuss the issue further.

Item: Application for Garage at 357 J.R. Smallwood Blvd. – The applicant is requesting permission to construct a garage to extend further than the residence currently on the property. Due to the location of water and sewer lines on the property, as well as the limited backyard, the location chosen is the only possible site to construct the building. It was noted that garage applications do not normally need approval from Council but the Town Plan & Development Regulations requires an approval from Council in any instance where a garage is to be built in front of a residence or will extend further in front of the residence. It was further noted that the Town Plan requires Council to notify residents in the area of the proposed development to allow them the opportunity to submit opinions on the application. The proposed location for the garage is also within the corridor of the Dept. of Trans and Works and will require their approval. Public Works is recommending this application for approval in principle, pending no adverse submissions regarding the proposed construction and written approval from the Dept. of Trans and Works.

Motion: 18-04-23-110 (C. Lush & B. Pritchett) to approve in principle the application for a garage to be located at 357 J. R. Smallwood Blvd., pending receipt of approval from the Dept. of Trans and Works and no objections from residents in the area.

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

Opposed: 0

Abstaining: 0

Motion Carried

Item: Application for Garage at 10 Paul's Hill – The applicant is requesting permission to construct a garage to extend further than the residence currently on the property. Due to the location of water and sewer lines on the property, the location chosen is the only possible site to construct the building. It was noted that garage applications do not normally need approval from Council but the Town Plan & Development Regulations requires an approval from Council in any instance where a garage is to be built in front of a residence or will extend further in front of the residence. It was further noted that the Town Plan requires Council to notify residents in the area of the proposed development to allow them the opportunity to submit opinions on the application. Public Works is recommending this application for approval in principle, pending no adverse submissions regarding the proposed construction.

Motion: 18-04-23-111 (C. Lush & D. Hopkins) to approve the application for a garage to be located at 10 Paul's Hill in principle, pending no objections from residents in the area.

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

Opposed: 0

Abstaining: 0

Motion Carried

Item: Application for a Home-Based Business at 369 J.R. Smallwood Blvd. – This car detailing business application is being tabled at Council as the applicant is living in a rental unit. The homeowner had contacted the office to advise of their approval with the stipulation that any additional taxes be charged to the business and not to her property. Public Works is recommending the application for approval in principle, pending the receipt of correspondence from the homeowner.

Motion: 18-04-23-112 (C. Lush & M. Stockley) to approve the application for a car detailing business to be located at 369 J.R. Smallwood Blvd. in principle, pending the receipt of correspondence from the homeowner acknowledging their approval.

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

Opposed: 0

Abstaining: 0

Motion Carried

Mayor Lush addressed the gallery; he thanked them for attending and advised them that they were welcomed to stay and finish the meeting but to not feel pressured to stay to the end.

All visitors left the gallery at 8:21.

Administration: D. Hopkins/D. Dyke

Item: Office Contracts – Councillor Hopkins advised that the signing of the office contracts was discussed.

Item: Smallwood Interpretation Centre & Events Coordinator - The employee started in the position on April 9th. She had a very busy week but managed to cover a number of items that required immediate attention.

Item: Hiring of Maintenance Worker – The position is advertised with an anticipated start date of May 7th.

Item: Job Descriptions – The office staff's job descriptions as well as the Town Foreman's job description have been forwarded to Council for their review. Councillor Philp enquired as to why the process has not been started for the hiring to replace the Town Foreman as he felt that someone should have been in place before Tony left to receive training.

Item: Concern from the SIC & Events Coordinator – The SIC & Events Coordinator has received requests for bookings for bus tours who are requesting that a lunch be provided; she is wondering how this fits within the newly adopted regulation. It was discussed and decided that no amendment would be required to the Rental Policy as the Town of Gambo does not sign a rental agreement as it is considered a part of the Centre's general operations.

Occupational Health & Safety: B. Pritchett

No report. The next meeting will be in June.

Economic Development: N. Philp/B. Pritchett

No report. The next meeting is being rescheduled.

Tidy Towns: B. Pritchett/D. Hopkins

Item: Cleanups – Will be going ahead in May.

Item: Garbage Can – They are looking at other types of garbage cans to have around town. They are designed so that you are not able to place household sized garbage bags in the container. Councillor Pritchett advised that they are more costly than others and would not be an option for this year but may be an option to include in a future budget.

Mayor Lush mentioned he is aware that the dumping of brush and sawdust material has been occurring in Butt's Pond Road. Councillor Lush suggested the possibility of purchasing or renting a chipper during cleanup week for residents to dispose of this type of material.

Regulations: D. Hopkins / C. Lush

Nothing to report.

Age Friendly: M. Stockley/B. Pritchett

Item: Age Friendly Grant – Councillor Stockley advised that the Town has received approval for funding to hire a person to conduct and compile the results of a survey to see what residents feel

would make Gambo a more age friendly community. He noted there are additional funding opportunities that may be available depending on the results of the survey and the direction the Committee feels they should go.

Emergency Planning: D. Dyke / N. Philp

No meeting and there has been no further correspondence from Blair.

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

Item: Guidelines for Councillors use of Social Media – Councillor Philp presented the guidelines for review and discussion. It was discussed that the majority of the items noted should be common sense and that Councillors should always be mindful of what they are putting out on their personal pages as a Councillor is always in the role of Councillor. Councillor Pritchett expressed a concern about her input not being requested for the guidelines as she is a member of the committee as well and would have liked to include “shall” and “shall not” instead of the document being more of a suggestion. She further noted that if everyone else was fine with the guidelines as-is then she would be ok with it.

Motion: 18-04-23-113 (N. Philp & B. Pritchett) to dissolve the Communications Committee as it has fulfilled its mandate.

Councillor Hopkins expressed her disagreement with dissolving the committee as she felt that the committee could be so much more in regards to public relations with the residents of the community. Councillor Philp suggested that Councillor Hopkins take over as chair for the committee as her vision and interest in the committee was outstanding. It was discussed and decided to withdraw the previous motion to dissolve the committee.

Motion: 18-04-23-114 (N. Philp & C. Lush) to withdraw motion 18-04-23-111 and put forth a new motion to accept Councillor Hopkins as the new chair of the Communications Committee.

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

Opposed: 0

Abstaining: 0

Motion Carried

Liaison:

Recreation: C. Lush

Councillor Lush advised that the Chase The Ace fundraising seems to be going well. It appears that last weeks numbers were down a little but that overall it's well. A report from the Recreation Director/EDO is included in the meeting package for Councils review.

Fire Dept: D. Dyke

Deputy Mayor Dyke advised that several members attended training recently; First Aid, Fire School and the ICS-I100 Course. He further advised that the ATV run will be going ahead on the 28th, rain or shine, and that moose burgers will be sold again this year.

Festivals & Events: N. Philp

Councillor Philp gave an overview of the last committee meeting, noting the following:

- Mayor Lush advised the committee of the procedures put in place by Council regarding fundraising efforts and kids day,
- The committee is expecting a larger turnout than in previous years due to the event scheduled for Saturday,
- The Festival has been scaled back to 5 days from the 8 days of previous years,
- The committee has decided that Kids Day will have more of a family-friendly, carnival type feel to it this year and the decision was made to move away from trinket-type prizes and throwing prizes from the stage,
- Correspondence will be sent from the committee with the coordinators signature and not from individuals to keep order,
- There are 10 bands and approximately 35 band members scheduled to take to the stage from 2 pm to 2:30 am on Saturday,
- The Saturday event will be an all ages event with a wet and dry area; the logistics of this is still being worked out,
- The availability of JCP is still unknown at this point,
- Different opportunities for fundraising are being looked at,
- Pricing for the weekend has been determined; \$15 for the Saturday event or \$20 at the gate, youth attendance is at \$5 per event with children under 5 years of age being free, weekend passes are also being offered at a cost of \$30 for an adult or \$10 for kids,
- The bands are looking for a donation to the Red Shield in lieu of payment to them for playing; a max donation of \$1000 has been included in the budget with the understanding that the amount may have to change if enough revenue is not received to cover this amount,
- The bands are also requesting snacks and water be provided to them for that day,
- The bands are requesting that the banner for the 'Rockin Reunion' be passed to them after the event; as the banner is technically Town property, the committee requested this be brought to Council for approval.

Councillor Pritchett expressed her concerns with sponsorship of the Festival and felt that the committee should be providing signage for the events showcasing the logos of the businesses responsible for donating to that particular event. She further noted that corporate sponsors should be able to sponsor an event and have signage noting the same.

It was noted that the banner was not necessarily paid for by sponsorship but that the money could be taken from revenue from the weekend. It was further discussed and decided to discuss with the committee the concerns regarding sponsorship before a decision is made on the banner.

SEDCOR: M. Stockley

Councillor Stockley advised that a grant to hire 5 students has been approved.

The AGM for SEDCOR is scheduled for May 9th at 7:30 p.m. Two members have stepped forward to be Chair of the corporation; Frank Kelly and Wendy McDonald. It was questioned as to whether or not there would be a conflict in having an employee of the Town of Gambo as the chair for SEDCOR, especially as her position is closely related to the corporation through the Smallwood Interpretation Centre. Lorne advised that he had been in contact with the Dept. of

Municipal Affairs regarding the concern and was advised to contact our auditor for advice. He further advised that he has not been able to reach her as of yet. The Dept. of Municipal Affairs also noted that the same PSAB guidelines are in place for groups that are at an arms-length of Council. It was noted that we need to find out if Council owns SEDCOR and if it's possible for a staff member to be the chairperson of SEDCOR.

The recruitment drive only brought in one new member.

Disbursement of the Chase The Ace funds were discussed at the meeting with the following options noted:

- 50% to the Centre for upgrades/upkeep, 25% to trail repairs and maintenance, 25% to Joey's Lookout repairs and maintenance;
- 50% to the Centre for upgrades/upkeep, 16% to trail repairs and maintenance, 16% to Joey's Lookout for repairs and maintenance, 16% donation to the Smallwood Days Festival.

The general consensus was to recommend that SEDCOR go with the first option.

Councillor Stockley reminded Council that a Chair had to be put in place as soon as possible. Corporations are required to have their Board of Directors updated with _____ by the end of May. It was questioned whether or not the vice-chair could fill in as acting-chair until a new chairperson was appointed.

Dover & Area Family Coalition: D. Hopkins

They are hoping to form a new group to liaise with local community groups. Also, a reminder that they are available to complete car seat inspections.

Youth Representative: J. Pritchett

There's not much to report as everyone is busy with Grad details.

Town Manager's Report:

The Public Hearing for the proposed rezoning amendment is scheduled for 7:00 p.m. on Monday, April 30th at the Smallwood Interpretation Centre. If no objections or other representation on the proposed amendment is received at the office, Council can cancel the meeting Friday, April 27th.

Newfoundland Power was scheduled to be on-site today for the connection in the Town Hall renovations. They did not receive permission form ServiceNL and are now scheduled for 10:00 a.m. tomorrow morning. As well, the consultants for the project are scheduled to do an inspection at 10:00 a.m. on Friday, April 27th before we are able to relocate to the other building.

Our auditors were in to complete the 2017 audit; SEDCOR's, Recreation's and the Fire Dept.'s were completed as well.

Wednesday there is a Volunteer Appreciation Event being held at the Lions Club.

The next meeting is scheduled for the 28th of May which is the day he returns home from vacation.

Mayor's Report:

Mayor Lush and Councillor Pritchett attended a training session on Conflict as well as running effective Council meetings. The sessions offered very good information. Ed Goodyear is willing to come out this way to do a group session with surrounding areas if we are interested.

Changes in the committee structure was forwarded to everyone for their review.

Concerns:

Councillor Lush enquired as to whether or not anything was in place to cover the absence of the SIC/Events Coordinator as there are very important things that need to be done time-wise. It was discussed that the employee is off for medical reasons and that they were completing work from home when possible. Councillor Lush clarified that he did not have an issue with the employee needing time off for medical reasons; he just felt that we were late starting the position and there should be backup in place to ensure that the work required continues.

Councillor Pritchett enquired as to the status of Lane's Road; concerns have been brought to her again regarding the home in question and its dilapidated state.

Councillor Pritchett also noted some concerns with the new committee structure; she was fine with the committees she is involved in but has an issue with the main committees of Council being all men and the same people; she further clarified that her issue was not so much a gender issue but that they were mainly the same people. Mayor Lush advised that this was not deliberately done as he didn't see any Committee as being more important than others; decisions were made on perceived interests and strengths. He noted that he felt the OH&S Committee as well as the Regulations Committee could possibly be the most important committee of Council as Regulations make the rules and policies we have to follow to function as a Town. He further noted that as a new Council, he felt everyone was evolving and changing as they came in to their role and that there would be more changes to the committee structure in the future but that the committee structure would stay as-is for now.

Councillor Hopkins expressed her concerns on the committee issue as well. She felt that her and Councillor Pritchett were only on committees together and didn't have the opportunity to mix and network with the other Councillors.

Councillor Hopkins enquired as to the furnishings for the new Town Hall. Lorne advised that the office was currently looking at pricing to bring back to the Minister of the Department of Municipal Affairs.

Councillor Hopkins noted another concern of hers regarding the new committee structure; she felt that the restructuring should have been done at a privileged meeting of sorts so that Council could have a general discussion on the changes. She further noted that she felt left out of the process.

Councillor Hopkins also noted her concerns on the monthly meetings and would like to see them change back to biweekly meetings.

Councillor Stockley wanted to express his concern again regarding the appointing of a chair for SEDCOR. They are expecting a decision to be brought back to the next meeting.

Councillor Stockley advised that he had been speaking with Steve Perry again regarding a committee for tourism on the Kittiwake Coast. It was discussed that a committee for this had been in place previously but has since dissolved. It was noted that a regional committee would have a better chance of securing any funding that may be available as opposed to a single community. Lorne advised that the type of advertising noted was included as a part of the ACOA Project Proposal that was discussed a while ago.

Councillor Philp enquired as to what was decided regarding creating a dog park in the community. It was noted that the item was not included in the 2018 Budget.

Councillor Philp also enquired as to whether or not the fuel was being tracked for Town-Owned vehicles. Lorne advised that a tracking system is in place for fuel but that kilometers were not tracked. It was discussed that a log should be put in place to track kilometers for each vehicle and was further discussed that Council should look at purchasing GPS' to install in Town vehicles.

Deputy Mayor Dyke expressed his disagreement with Councillor Hopkins suggestion on attending 2 meetings a month. A discussion was held around the additional work the extra meetings give to the office staff when meetings are held every two weeks; especially for the Town Clerk/Manager. It was noted that the work involved in preparing for these meetings, in addition to the work required after the meetings, took away from the everyday operations that are required to run the office. It was decided to discuss the issue further at an Administration Committee.

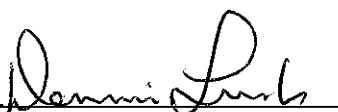
Motion: 18-04-23-115 (N. Philp & B. Pritchett) to adjourn the meeting at 10:06 p.m.

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

Opposed: 0

Abstaining: 0

Motion Carried

Signature 
Mayor

Signature 
Town Clerk/Manager