

The Town of Gambo

A regular meeting of the Town Council of Gambo was held on September 19th at the Smallwood Interpretation Centre, Gambo.

Minutes of the regular meeting of the Town of Gambo held on September 19th at the Smallwood Interpretation Centre, Gambo.

Members in Attendance

Acting Mayor Darren Dyke
Councillor Nathan Philp
Councillor Mark Stockley
Councillor Desiree Hopkins
Lorne Greene – Town Clerk/Manager

Members Absent

Acting Mayor Dyke called the meeting to order at 7:13 pm.

Motion: 18-09-19-205 (M. Stockley & D. Hopkins) to approve the Agenda of September 19th as presented.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Errors or Omissions – August 13th Minutes: It was noted that Councillor Pritchett was not present to vote in motion 18-08-13-185.

Motion: 18-09-19-206 (M. Stockley & D. Hopkins) to approve the minutes of August 13th as presented.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Motion: 18-09-19-207 (N. Philp & M. Stockley) to approve the minutes of September 5th as presented.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Business arising from the Minutes: None noted.

New Business:

Item: Appointment of Alternate Returning Officer

Motion: 18-09-19-208 (N. Philp & D. Hopkins) to appoint Admin Clerk, Cindy Collins, as the Alternate Returning Officer.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Item: By-Election 2018

Motion: 18-09-19-209 (M. Stockley & D. Hopkins) to hold Voting Day for the By-Election on October 16th, 2018.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Item: Interim Signing Officers for Accounts at Venture Credit Union

Motion: 18-09-19-210 (N. Philp & M. Stockley) to appoint Councillor Hopkins as an interim signing officer for accounts at Venture Credit Union.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Item: Quarterly Stipend – It was discussed and decided to prorate the quarterly stipends for Dennis Lush, Barbara Pritchett and Craig Lush.

Item: Travel Policy – It was discussed and decided to change the amount in the following statement of the Travel Policy from \$300 to \$200: All travel expenses incurred by Town staff, in excess of \$300.00, must be approved by Council prior to travel.

Motion: 18-09-19-211 (D. Hopkins & N. Philp) to amend the travel policy as follows:

1. To reduce from \$300.00 to \$200.00 the amount of travel expenses incurred by Town staff requiring approval from Council prior to travel.
2. To add **basic rate** to the reimbursement to be determined by the Provincial Public Employee Basic Rate of each fiscal quarter.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Councillor Philp requested clarification as to resolutions that require a 2/3 vote of Council. It was discussed that the 2/3 vote of Council is off the sitting Council and not the normal compliment.

Correspondence:

Council Meeting Correspondence			
Received from	Received on	I / A	Details
Municipal Affairs	Sept 7	I	Fire Prevention Week 2018
Yield Communications	Sept 10	I	Marketing & Website Design
MNL	Sept 13	I	Purchase of a New Building for MNL
Amy Coady-Davis	Sept 13	I	Amy Coady-Davis for Central Director
MNL	Sept 13	I	Premier's Forum on Local Government - New Date
SAM	Sept 14	I	Newsletter #17, Summer 2018
Newfoundland & Labrador Aquaculture Industry Association	Aug 29	A	25th Anniversary Conference & Trade Show
Newfoundland & Labrador Association of Professional Planners	Sept	A	NL Cannabis Legislation Workshop
Trio Benefits	Sept 4	A	NLMEB Inc Annual General Meeting
Salvation Army	Sept 4	A	120th Anniversary of The Salvation Army Gambo Corps.
MNL	Sept 16	A	Premier's Forum on Local Government - Regional Nominations

It was noted that the first 6 items are for information purposes only unless a discussion was requested.

Item: Yield Communications – It was discussed and decided to obtain a quote on a website design from this company.

Item: Newfoundland and Labrador Aquaculture Industry Association; 25th Anniversary Conference and Trade Show – It was discussed and decided that a representative of Council would not be able to attend this year.

Item: Newfoundland and Labrador Association of Professional Planners; NL Cannabis Legislation Workshop – It was discussed and decided not to attend this workshop.

Item: Salvation Army; 120th Anniversary of Local Corps – It was noted that a representative of Council would attend this event.

Committee Reports:

Finance:

Councillor Hopkins advised that our Auditor gave a presentation to the Finance Committee.

Item: June Bank Statement

Motion: 18-09-19-212 (D. Hopkins & M. Stockley) to approve the June bank statement in the amount of \$285,317.82.

In Favor: Acting Mayor D. Dyke
 N. Philp, M. Stockley, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Item: July Bank Statement

Motion: 18-09-19-213 (D. Hopkins & M. Stockley) to approve the July bank statement in the amount of \$380,024.45.

In Favor: Acting Mayor D. Dyke
 N. Philp, M. Stockley, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Item: PMA Registration – Lorne Greene & Crystal Pardy

Motion: 18-09-19-214 (D. Hopkins & M. Stockley) to approve the registration for Crystal Pardy to attend the PMA Fall Forum in Gander, NL from September 20th-21st in the amount of \$195.50.

In Favor: Acting Mayor D. Dyke
 N. Philp, M. Stockley, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Motion: 18-09-19-215 (D. Hopkins & M. Stockley) to approve the registration for Lorne Greene to attend the PMA Fall Forum in Gander, NL from September 20th-21st in the amount of \$195.50.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins
Opposed: 0
Abstaining: 0
Motion Carried

Motion: 18-09-19-216 (D. Hopkins & M. Stockley) to approve the travel expenses for Lorne Greene to attend the PMA Fall Forum in Gander, NL from September 20th-21st in the amount of \$54.87.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins
Opposed: 0
Abstaining: 0
Motion Carried

Motion: 18-09-19-217 (D. Hopkins & M. Stockley) to approve the travel expenses for Crystal Pardy to attend the PMA Fall Forum in Gander, NL from September 20th-21st in the amount of \$54.87.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins
Opposed: 0
Abstaining: 0
Motion Carried

Item: Family Matters Daycare; Heat Pump Expense Reimbursement – It was discussed and decided to review pricing information and discuss the possibility of adding the expense to the 2019 Budget.

Item: MNL Annual Conference; Donation to Central Night

Motion: 18-09-19-218 (D. Hopkins & M. Stockley) to approve a donation to the MNL Annual Conference Central Night event in the amount of \$300.00.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins
Opposed: 0
Abstaining: 0
Motion Carried

Item: Kids Eat Smart Program – No donation at this time as the Town donates locally.

Item: Repair Charge; 2017 Freightliner Truck – It was noted that these repair costs were covered under the warranty and that the Town was only responsible for the cost of the transportation of the vehicle to Grand Falls.

Item: Gambo Fire Department; 50th Anniversary Advertising Booklet Sponsorship

Motion: 18-09-19-219 (D. Hopkins & M. Stockley) to approve a donation to the Fire Department for their 50th Anniversary Advertising Booklet in the amount of \$100.00.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Item: Correspondence from the Trinity Historical Society – This Event has been cancelled.

Item: 2017 Financial Statements

Motion: 18-09-19-220 (D. Hopkins & M. Stockley) to accept the 2017 Financial Statements as provided.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Item: 2017 Taxes Receivable Summary

Motion: 18-09-19-221 (D. Hopkins & M. Stockley) to accept the 2017 Taxes Receivable Summary as presented.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Item: 2017 Tax Recovery Report

Motion: 18-09-19-222 (D. Hopkins & M. Stockley) to accept the 2017 Taxes Recovery Report as presented.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Item: 2017 Annual Expenditures Report

Motion: 18-09-19-223 (D. Hopkins & M. Stockley) to accept the 2017 Annual Expenditure Report as presented.

In Favor: Acting Mayor D. Dyke

N. Philp, M. Stockley, D. Hopkins

Opposed: 0
Abstaining: 0
Motion Carried

Item: Travel Claim; SAM Annual Conference

Motion: 18-09-19-224 (D. Hopkins & M. Stockley) to approve a travel claim for Councillor Stockley to attend the SAM Annual Convention in Labrador City, NL September 21st and 22nd, 2018 in the amount of \$404.75.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins

Opposed: 0
Abstaining: 0
Motion Carried

Item: MNL Annual Convention

Motion: 18-09-19-225 (D. Hopkins & M. Stockley) to approve the registration fees for Acting Mayor Dyke and Councillors Hopkins and Stockley to attend the MNL Annual Convention in Gander, NL from October 3rd – 6th, 2018 in the amount of \$1495.00.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins

Opposed: 0
Abstaining: 0
Motion Carried

Motion: 18-09-19-226 (D. Hopkins & M. Stockley) to approve the travel claim for Councillor Hopkins to attend the MNL Annual Convention in the amount of \$78.00.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins

Opposed: 0
Abstaining: 0
Motion Carried

Motion: 18-09-19-227 (D. Hopkins & M. Stockley) to approve the travel claim for Councillor Stockley to attend the MNL Annual Convention in the amount of \$152.64.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins

Opposed: 0
Abstaining: 0
Motion Carried

Motion: 18-09-19-228 (D. Hopkins & M. Stockley) to approve the travel claim for Acting Mayor Dyke to attend the MNL Annual Convention in the amount of \$189.96.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins

Opposed: 0

Abstaining: 0
Motion Carried

Item: Request for Borrowing; Booster Pump Upgrade

Approval to Borrow from Venture Credit Union for interim financing for the GST Rebate portion of the project.

Motion: 18-09-19-229 (D. Hopkins & M. Stockley) to seek approval from Venture Credit Union to borrow the amount of \$18,633.00 for interim financing for a period of one year to pay the GST Rebate portion of the Booster Pump Upgrade Project. This loan will have a term of one year and an amortization period of one year and an interest rate of 5.5% with the loan being payable in full within the year.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins

Opposed: 0
Abstaining: 0
Motion Carried

Approval from Municipal Affairs to Borrow from Venture Credit Union for interim financing for the GST Rebate portion of the project.

Motion: 18-09-19-230 (D. Hopkins & M. Stockley) to seek approval from the Department of Municipal Affairs and Environment to apply for interim financing with Venture Credit Union in the amount of \$18,633.00 for the GST Rebate portion of the Booster Pump Upgrade 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: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins

Opposed: 0
Abstaining: 0
Motion Carried

Approval from Venture Credit Union to complete the Booster Pump Upgrade Project.

Motion: 18-09-19-231 (D. Hopkins & M. Stockley) to seek approval from Venture Credit Union to borrow in the amount of \$18,137.00 to complete upgrades to our Booster Pump, Gambo. This loan will be for a term of four years with an amortization period of four years and an interest rate of 5.5% interest with a monthly payment of \$421.80.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins

Opposed: 0
Abstaining: 0
Motion Carried

Approval from the Dept. of Municipal Affairs and Environment to seek approval to borrow from Venture Credit Union to complete the Booster Pump Upgrade Project.

Motion: 18-09-19-232 (D. Hopkins & M. Stockley) to seek approval from the Department of Municipal Affairs and Environment to borrow the amount of \$18,137.00 from Venture Credit

Union for the Booster Pump Upgrade. This loan will have a term of four years with an amortization period of four years and a rate of 5.5% interest with a payment of \$421.80 monthly.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Item: Vendor Aged Trial Balance – In the amount of \$23,986.42.

Motion: 18-09-19-233 (D. Hopkins & M. Stockley) to approve the Vendor Aged Trial Balance in the amount of \$23,986.42.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Item: Accounts Payable Cheque Register – In the amount of \$97,471.15.

Motion: 18-09-19-234 (D. Hopkins & M. Stockley) to approve the Accounts Payable Cheque Register in the amount of \$97,471.15.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Public Works: M. Stockley/N. Philp

Item: Pioneer Street Extension

Motion: 18-09-19-235 (M. Stockley & N. Philp) that the Town of Gambo submit a Capital Investment Plan to the Department of Municipal Affairs and Environment for Gas Tax Funding in the amount of \$109,766 to complete the extension to water and sewer services on Pioneer Street.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Item: Request for Road Maintenance; Gambo Pond – It was discussed and decided to defer this item until we receive further information on the ownership of the road.

Item: Internet Service; Gambo Pond Area – Lorne will be sending correspondence to Bell regarding this matter and requesting an upgrade to the service

Item: Street Light Proposal; Monchy Road Extension – Correspondence will be sent to residents in the area and Lorne will then proceed with the order for installation.

Item: 6 Monchy Road Extension – Ditching for this area will be added to the Fall Ditching List.

Item: Application to Build Duplexes – This application has been deferred until further information is received.

Item: Goulding's Wholesale – There has been a request received to meet with Public Works.

Item: JCP Application; Park Office – An application will be submitted under the JCP Program to complete repairs to the Park Office. It was noted that the steps in around that area are in bad shape. It was further noted that Lorne will be sending correspondence to the proper department to request that repairs be completed.

Item: Fall Cleanup – This has been scheduled for October 23rd to 26th.

Item: Logger's Memorial – This location is in need of major repairs and is a safety concern. It was discussed and decided to remove decking and place crushed stone in the area.

Item: Mint Brook Camp – It was discussed and decided, as they are tax payers of the community, to extend road maintenance services to the gate of the property to allow access for emergency services such as the ambulance and fire protection.

Administration: N. Philp/D. Hopkins

A meeting is being arranged with Morgan Cooze for September 27th, 2018.

As of September 13th, 2018, the Town Foreman has completed his probation period.

Douglas Evelley

Motion: 18-09-19-236 (N. Philp & D. Hopkins) to approve the registration of Douglas Evelley to attend the Wastewater Collections Basics in Grand Falls on October 2 – 4, 2018.

In Favor: Acting Mayor D. Dyke
 N. Philp, M. Stockley, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Occupational Health & Safety:

A meeting will be held before the end of September; Councillor Stockley will attend.

Councillor Philp enquired as to what was being done with the Age Friendly Report. Councillor Hopkins requested to have a special meeting to discuss the report.

Liaison:

Fire Dept: D. Dyke

6 members will be attending the Annual Convention in Clarendville from September 27th to 29th.

The 50th Anniversary Celebration will be held on October 27th, 2018.

Festivals & Events: N. Philp

Lorne will discuss with Wendy as to the status of the Final Report.

SEDCOR: M. Stockley

\$3000 has been allocated to the Interpretation Centre to complete repairs to the eaves trough.

The contract for the replacement of the doors has been awarded to Pritchett's TimBR Mart.

SEDCOR will be applying for a position under the JCP Program to set up an office on site.

Dover & Area Family Coalition: C. Lush

No report.

Town Manager's Report:

Update on the paving Centennial Road – DMG Consulting Ltd. is trying to arrange to receive 70 mils of asphalt instead of the 60 mils previously discussed. As well, the contractor will be removing and replacing 2 feet of material to ensure an optimal base for the asphalt.

Update on Pioneer Street Extension – Lorne will email the cost-estimate to Council for their review upon receipt from DMG Consulting Ltd.

Concerns:

Councillor Hopkins enquired as to the status of the Town Hall Renovations; documents state that completion will be November, 2018 but new information is now noting a completion date of February, 2019.

Councillor Hopkins has received a concern regarding street sweeping; required in the area of Boland's Auto and in the area of hill near Smallwood Academy.

Councillor Philp would like to contact Smallwood Academy to arrange a meeting to discuss another Youth Representative for Council.

Councillor Stockley has a proposed diagram of a trail for Mesh Point. He will table the idea at the upcoming SAM Convention in hopes of getting a grant to assist with completion. Lorne advised that bird blinds are a part of the ACOA Proposal that we have.

Acting Mayor Dyke requested that the basketball back boards be brought to the Fun-N-Sun. Lorne advised that he has spoken with Amy regarding this and is awaiting confirmation as to when they are needed to be delivered there.

Acting Mayor Dyke enquired as to the washrooms at the Fun-N-Sun. It was decided that the washrooms will close for the season and to add the cleaning to the next janitorial contract.

Attendees in the gallery left the meeting at 8:50 pm.

Motion: 18-09-19-237 (N. Philp & M. Stockley) to move in to a privileged meeting at 8:51 pm.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Motion: 18-09-19-238 (N. Philp & M. Stockley) to move to a public meeting at 9:47 pm.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Motion: 18-09-19-239 (M. Stockley & N. Philp) to rescind Motion 18-07-16-179.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Motion: 18-09-19-240 (M. Stockley & N. Philp) to accept the following new terms in relation to the Pine Tree Development Agreement and to adjust documentation as required:

- To exempt the developer from street works as noted in Regulation 90,
- To exempt the developer from engineering expenses as they have previously engaged engineers and paid all associated costs,
- To require a non-refundable \$5000.00 deposit to be receipted at the Town Hall within 10 business days of receiving notification,
- To require that the full balance as agreed in the Purchase and Sale Agreement be paid on or before November 30th, 2018.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins

Opposed: 0

Abstaining: 0
Motion Carried

Motion: 18-09-19-241 (D. Hopkins & N. Philp) to rescind motion 18-09-19-211.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins

Opposed: 0
Abstaining: 0
Motion Carried

Motion: 18-09-19-242 (D. Hopkins & N. Philp) to approve an amendment to the Travel Policy as follows:

1. To remove the amount of travel expenses incurred by Town staff requiring approval from Council prior to travel and replace with all travel requiring an authorization form to be submitted to the Town Manager and approval from Council before final compensation.
2. To add **basic rate** to the reimbursement to be determined by the Provincial Public Employee Basic Rate of each fiscal quarter.


In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins

Opposed: 0
Abstaining: 0
Motion Carried

Motion: 18-09-19-243 (D. Hopkins & N. Philp) to adjourn the meeting at 9:57 pm.

In Favor: Acting Mayor D. Dyke
N. Philp, M. Stockley, D. Hopkins

Opposed: 0
Abstaining: 0
Motion Carried

Signature  _____
Mayor

Signature  _____
Town Clerk/Manager