

**The Town of Gambo**

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

Minutes of the regular meeting of the Town of Gambo held on October 22<sup>nd</sup>, 2018 at the Smallwood Interpretation Centre, Gambo.

**Members in Attendance**

Mayor Craig Lush  
Deputy Mayor Darren Dyke  
Councillor Lori Moss  
Councillor Nathan Philp  
Councillor Mark Stockley  
Councillor Peter Lush  
Councillor Desiree Hopkins  
Lorne Greene – Town Clerk/Manager  
Cindy Collins – Administration Clerk

**Members Absent**

**Visitors**

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**Acting Mayor Dyke called the meeting to order at 7:09 pm**

The swearing in of the newly elected officials Craig Lush (Mayor), Peter Lush and Lori Moss (Councillors) was completed by the Town Clerk/Manager, Lorne Greene.

The officiating of the meeting was then passed to Mayor Lush.

**Motion: 18-10-22-244 (D. Hopkins & M. Stockley)** to approve the Agenda of October 22<sup>nd</sup>, 2018 as presented.

In Favor: Mayor C. Lush  
Deputy Mayor D. Dyke  
Councillors L. Moss, N. Philp, M. Stockley, P. Lush, D. Hopkins  
Opposed: 0  
Abstaining: 0  
Motion Carried

**Motion: 18-10-22-245 (D. Hopkins & M. Stockley)** to approve the minutes of September 19<sup>th</sup> as presented.

In Favor: Mayor C. Lush  
Deputy Mayor D. Dyke  
Councillors L. Moss, N. Philp, M. Stockley, P. Lush, D. Hopkins  
Opposed: 0  
Abstaining: 0  
Motion Carried

**Errors or Omissions:** None noted.

**Business Arising from the Minutes:**

Councillor Hopkins requested clarification on what was decided for the washrooms at the Fun-N-Sun. The idea of installing time locks was discussed at the last meeting. Lorne will be gathering further information to be discussed later.

Councillor Lush requested clarification on the area of Gambo Pond that requested road maintenance. It was discussed that this request was for the road near the forestry building in the direction of the boat launch.

Councillor Lush also requested clarification on the Pine Tree Development item. It was advised that the Purchase and Sale Agreement has been updated and sent to the purchaser for his review. It was also noted that a timeline for the completion of the transaction has been established.

Deputy Mayor Dyke enquired as to whether or not we received the 70 mils of asphalt that our engineer was going to request for the paving of Centennial Road. Lorne advised that we had actually received 75 mils of asphalt.

**New Business:**

Item: Youth Representative to Council – Smallwood Academy has provided a name to Lorne for a Youth Representative. It was discussed and decided to approve the Youth Representative as suggested by the school but to have a discussion with them to offer the suggestion that members of Student Council who are interested in attending can rotate their attendance.

**Motion: 18-10-22-246 (P. Lush & D. Dyke)** to approve the Youth Representative as suggested by Smallwood Academy.

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

Opposed: Councillor N. Philp

Abstaining: 0

Motion Carried

**Correspondence:**

Council Meeting Correspondence			
Received from	Received on	I / A	Details
Dept of Trans & Works	Sept 19	I	Approval of Brush Clearing Grant - \$15,000
Municipal Affairs	Sept 26	I	Cannabis Public Education
Municipal Assessment Agency	Oct 2	I	Annual Report 2017-18
TRIO Benefits	Oct	I	Group Plan Market Test 2018

Dept of Municipal Affairs	Oct 10	I	Community Enhancement Employment Program
Junkyard Dog Productions	Oct 15	I	Donation to Towns Involved in Welcoming 9/11 Passengers
Dawn Calloway	Oct 16	I	Resignation from Welcome Wagon
Mayor, Town of Gander	Sept 19	A	Request for Assistance Re: Air Canada Operations in Gander
Adventure Central	Sept 27	A	Tourism Experience Development Session
MANL	Oct 3	A	Conference Info
Community Sector Council	Oct 10	A	Discussion Invitation
NL Power	Oct 10	A	Business Energy Forum
Amy Tiller	Oct	A	2018 Volunteer Hall of Fame Awards Gala
CNWM	Oct	A	Regional Waste Management Meeting
Dept of Municipal Affairs	Oct 15	A	Call for Municipal Capital Works & Investing in Canada Applications
Town of CWT	Oct 17	A	Drug Awareness & Support Forum
MHA Haggie	Oct 18	A	Brunch with MHA Haggie

The first 7 items noted are for information purposes only unless a discussion is requested.

Item: TRIO Benefits: Councillor Stockley advised that he had spoken with a representative of TRIO at a conference he attended and they enquired as to why we still pay out severance when pension plans are available to staff. It was discussed and decided that this would be deferred to the Administration Committee for further discussion.

Item: Community Enhancement Employment Program – Lorne advised that we have been awarded just under 900 hours to allocate to individuals in need of hours in order to be eligible for Employment Insurance. It was noted that we have received a combined request of over 3000 hours of employment from applicants.

Item: Dawn Calloway; Resignation from Welcome Wagon – It was discussed and decided to send correspondence to Ms. Calloway to thank her for her time and dedication to this initiative.

Item: Request for Letter of Support; Mayor of Gander – It was discussed and decided to send correspondence to Air Canada affirming our support of the Town of Gander in their request to have Air Canada’s decision to cancel flights to and from Gander, effective October 2018 to May 2019, reversed.

Item: Adventure Central; Tourism Experience Development Session – It was discussed and decided to see if Amy was available to attend a session. It was noted that a presentation on regional tourism was also going to be presented at the session in New-Wes-Valley. Councillor Stockley also noted interest if his schedule permits.

Item: MANL; Annual General Meeting – The date for this has passed.

Item: Community Sector Council; Regional Engagement Activities – The date for this has passed.

Item: NL Power; Business Energy Forum – The date for this has passed.

It was noted that the correspondence items that were time sensitive had been previously sent to Council by email for their review.

Item: Volunteer Hall of Fame Awards Gala – It was discussed and decided to offer the tickets made available to the Town to Mr. Dan Norman and guest as Ms. Katty Gallant is being inducted. It was further discussed to approve the travel for Mr. Norman to attend the event if he chooses to attend.

**Motion: 18-10-22-247 (D. Dyke & N. Philp)** to approve the travel of Mr. Dan Norman and guest to attend the Volunteer Hall of Fame Awards Gala in St. John’s on November 15<sup>th</sup>, 2018.

In Favor: Mayor C. Lush  
Deputy Mayor D. Dyke  
Councillors N. Philp, L. Moss, M. Stockley, P. Lush, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Item: Central Newfoundland Waste Management; Regional Waste Management Meeting for Ward 7 – It was discussed and decided that Craig and Mark would attend this meeting.

Item: Invitation to Brunch with MHA Haggie – No interest at this time.

Item: Salvation Army Anniversary Celebration – Councillor Moss will be attending this event.

#### **Committee Reports:**

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

Item: Travel Claim for the Town Clerk/Manager, Lorne Greene.

**Motion: 18-10-22-248 (D. Hopkins & M. Stockley)** to approve the travel claim for the Town Clerk/Manager in the amount of \$659.05, which includes business travel insurance as per his contract.

In Favor: Mayor C. Lush  
Deputy Mayor D. Dyke  
Councillors N. Philp, L. Moss, M. Stockley, P. Lush, D. Hopkins  
Opposed: 0  
Abstaining: 0  
Motion Carried

Councillor Hopkins left the meeting at 8:08 pm due to conflict.

Item: Library request for Council to cover janitorial supplies - It was discussed and decided that the provision of these items is not clearly specified in the contract with the Library Board but would be considered a part of the janitorial services provided by the Town.

**Motion: 18-10-22-249 (P. Lush & M. Stockley)** to approve the provision of janitorial items such as paper towels, toilet tissue and garbage bags to be included as a part of the contract to provide janitorial services to the Gambo Public Library.

In Favor: Mayor C. Lush  
Deputy Mayor D. Dyke  
Councillors N. Philp, L. Moss, M. Stockley, P. Lush, D. Hopkins  
Opposed: 0  
Abstaining: 0  
Motion Carried

Councillor Hopkins returned to continue the meeting at 8:11 pm.

Item: Vendor Aged Payables – Councillor Philp enquired as to whether or not two vendors with similar names were the same business. It was noted that the two accounts in question were the same vendor and that there must have been an error in account creation.

**Motion: 18-10-22-250 (D. Hopkins & M. Stockley)** to approve the Vendor Aged Trial Balance in the amount of \$61,927.35.

In Favor: Mayor C. Lush  
Deputy Mayor D. Dyke  
Councillors N. Philp, L. Moss, M. Stockley, P. Lush, D. Hopkins  
Opposed: 0  
Abstaining: 0  
Motion Carried

Item: Accounts Payable Cheque Register

**Motion: 18-10-22-251 (D. Hopkins & M. Stockley)** to approve the Accounts Payable Cheque Register in the amount of \$108,869.35.

In Favor: Mayor C. Lush  
Deputy Mayor D. Dyke  
Councillors N. Philp, L. Moss, M. Stockley, P. Lush, D. Hopkins  
Opposed: 0  
Abstaining: 0  
Motion Carried

Item: Tax Collection Stats – The collection process is going well. The committee had a discussion on Poll Tax that will be continuing during Budget 2019 discussions.

Item: Public Procurement Act – The committee had a discussion on the new Act and the details of the procurement process. Several items that now require a different procurement process will have to be researched in order to stay compliant with the Act.

**Public Works: M. Stockley/N. Philp**

Item: Application to Build Duplexes – This item has been deferred as more information is required.

Item: Meeting with Goulding's Wholesale – This has been deferred as Goulding's is waiting for more information before setting a meeting date.

Item: Request for Extension to Marine Drive – This has been deferred as more information is required.

Item: Correspondence from Forest Road; Water Pressure Concerns and Exterior Water Issues – It was discussed and decided to look at water pressure throughout the community to see if this is something we can correct; if not, it may be suggested that the resident install a booster pump. It was also discussed that the exterior water issues in the area are an act of nature and not the responsibility of the Town. It was further noted that the Town would not be able to correct the concerns without causing issues for neighbouring properties.

Item: Correspondence from BMSNA; Sewage Treatment Proposal – This item will be discussed further when the Capital Works applications are ongoing.

Item: Correspondence from the Department of Transportation & Works; Vehicles Available – A request was sent to the Department advising of our interest in purchasing a truck as well as a skid steer from the inventory at the Clarendville location. These items are available to Municipalities at a cost of \$1000.00 per vehicle. Both of these items were reviewed and deemed suitable for purchase by some of our Public Works employees.

Item: Animal Control Issue – This concern has been addressed and corrected.

**Administration: N. Philp/D. Hopkins**

No report as there has been no meeting.

**Occupational Health & Safety:**

No report as there has been no meeting.

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

No report as there has been no meeting.

**Regulations: D. Hopkins**

The Travel Policy has been updated and sent to Lorne to be signed.

**Age Friendly: D. Hopkins**

The survey has been completed and the results have been compiled. There are some interesting results to review and discuss.

**Communications: D. Hopkins/D. Dyke**

No report as there has been no meeting.

**Liaison:**

**Recreation:**

No report.

**Fire Dept: D. Dyke**

A reminder that the 50<sup>th</sup> Anniversary Banquet is this Saturday.

**Festivals & Events: N. Philp**

No report as there has not been any correspondence received. Lorne will request the final report from the Coordinator again.

**Dover & Area Family Coalition: D. Hopkins**

No report as there has been no meeting.

**SEDCOR: M. Stockley**

- New member which brings the total membership to 16; they would like to change the bylaws to amend the permitted number of members as right now the maximum is 15.
- They have applied for a position under the Job Creation Partnership program to set up an office for SEDCOR at the Interpretation Centre.
- They will be applying for a \$500 VISA.
- CTA Funds – money has been moved from the lookout and trails to cover some repairs and renovations of the Smallwood Interpretation Centre.
- They are exploring new ideas for fundraising; dinner event and shirt sales.
- Councillor Stockley would like to give the Heritage Committee the opportunity to provide input as to where the monument being given to the Town by Mr. Brustin should be placed.
- There is an 80/20 cost-share program in place to hire MUN Students who are completing studies in the field of Environmental Studies.
- The quote to replace the doors was awarded to Pritchett's TimbrMart; they are waiting for the doors to be delivered.
- They would like to do a Christmas Art Display featuring local artists.

Councillor Lush enquired as to the value of Mr. Brustin's contribution to the community. It was discussed and decided to contact Mr. Brustin to request further information so that we can

forward it to the school to review. He also questioned the lack of PR surrounding the visit as he felt the public should have been made more aware of their visit.

**Town Manager's Report:**

- The paving of Centennial Road has been completed.
- The addition to the Town Hall is moving along well. The contractor is preparing to shingle tomorrow.
- The process for the installation of the area street lighting in Gambo Pond has started.
- The area street lighting on Monchy Road has been installed.
- NL Power has been contacted with a request to clear brush and trees in areas of concern around their power distribution lines throughout the community. This should be completed soon but Lorne will contact for an update.
- The By-Election went well and had a great turnout.
- The repairs to the road shouldering have not completed yet but should be soon. Councillor Lush felt that the response received from the Dept has not been good enough as this was an ongoing issue when he was previously on Council.
- We have applied for a couple of positions under the Job Creation Partnership program to complete renovations to the Park Office.
- Emails have been sent to Council and other individuals in the organization to start the 2019 Budget discussions.
- Suggesting that the next meeting be scheduled for November 5<sup>th</sup>. It was discussed and decided to start having two Council meetings a month again and to move the meetings to 7:30 pm instead of 7:00 pm.
- The Tree Lighting, if there are no objections, will be scheduled for December 4<sup>th</sup>, 2018.
- The Christmas Social will tentatively be scheduled for the 15<sup>th</sup> until Councillors can double check their schedules to see what works. The capacity at the Smallwood Interpretation Centre was also discussed as last year the room felt very crowded.

**Committee Structure:**

Councillors noted their preferences on what committees they would like to serve on.

**Motion: 18-10-22-252 (M. Stockley & N. Philp)** to approve the new committee structures and liaisons as follows:

*Committees;*

- Finance: Councillor Hopkins (Chair) and Councillor Lush
- Public Works: Councillor Stockley (Chair) and Deputy Mayor Dyke
- Administration: Councillors Lush and Philp (Co-Chairs)
- OH&S: Deputy Mayor Dyke (Co-Chair with staff Rep)
- Regulations: Councillor Hopkins (Chair) and Councillor Moss
- Emergency Planning: Councillor Philp (Chair) and Deputy Mayor Dyke
- Age Friendly: Councillor Moss (Chair) and Councillor Hopkins
- Communications: Councillor Hopkins (Chair), Councillor Moss and Deputy Mayor Dyke

*Liaisons;*

- Fire Department: Deputy Mayor Dyke
- Recreation: Councillor Philp
- Festivals: Councillor Moss
- SAM: Councillor Stockley



- SEDCOR: Councillor Stockley
- Dover & Area: Councillor Hopkins

In Favor: Mayor C. Lush  
Deputy Mayor D. Dyke  
Councillors N. Philp, L. Moss, M. Stockley, P. Lush, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

### **Mayor's Report:**

Mayor Lush spoke on working together and moving forward as a Council to get things done.

### **Concerns:**

Councillor Hopkins expressed her thanks to Councillor Stockley for entertaining Mr. Brustin and his wife during their visit. She also expressed her thanks to Deputy Mayor Dyke for being the interim Mayor and welcomed the newly sworn-in officials to Council.

Councillor Philp expressed his concerns about needles being found around town and enquired as to what type of action, if any, that Council can take. Several possibilities were discussed; education programs, presentations at the school as well as needle disposal boxes.

Councillor Lush noted that he heard many concerns during his campaign but advised that the majority of them can be dealt with at an operational level and he will speak to Lorne at the office. Councillor Lush requested an update on some dilapidated buildings in town be provided at the next meeting. He also enquired as to the status of the issues at the bottom of Paul's Hill and was advised that patching around town is in progress.

Deputy Mayor Dyke noted a reminder for Councillors to confirm their attendance to the Fire Department Banquet this Saturday.

Councillor Moss requested clarification on whose responsibility it is to trim alders on the ATV trail where it meets the TCH. It was noted that the area in question fell under the jurisdiction of the Department of Transportation and Works but that they would not complete the work for possible liability concerns. It was further noted that it is recommended that we refrain from taking action due to the same possible concerns. Councillor Moss also expressed a concern with ATV use on Bonaventure Ave., particularly in the mornings when children are using the road to access the school. It was noted that the RCMP have been contacted previously on these concerns and they had said that they would be organizing a campaign to present to schools. Lorne was advised to contact the school to open communications on the issue as well as to contact the RCMP to request a meeting with the new Sergeant of the Glovertown Detachment.

Cindy requested that Council review the way the committee meetings will be held due to the change in meeting frequency to minimize the time spent preparing for and attending the committee meetings, particularly for Lorne. It was discussed and decided that this would be taken in to consideration as the meeting frequency increased.

Update Signing Officer information with the Venture Credit Union.

**Motion: 18-10-22-253 (M. Stockley & P. Lush)** to remove past Mayor Dennis Lush as a signing officer, to remove Deputy Mayor Dyke as a signing officer, to move Councillor Hopkins from an interim signing officer to an official signing officer and to add Mayor Craig Lush as a signing officer for the following Town of Gambo accounts with the Venture Credit Union:

1. General Account – Account Number 16439-12-2
2. Capital Account – Account Number 17255-12-1
3. Gas Tax Account – Account Number 17128-12-0
4. Severance Account – Account Number 17338-20-5
5. Cenotaph Account – Account Number 17033-17-2

In Favor: Mayor C. Lush  
Deputy Mayor D. Dyke  
Councillors N. Philp, L. Moss, M. Stockley, P. Lush, D. Hopkins

Opposed: 0

Abstaining: 0

Motion carried

Deputy Mayor Dyke noted that there had been a discussion previously on the possibility of moving the Council Meetings to the Fire Hall in the future. It was discussed and decided to do this.

**Motion: 18-10-22-254 (P. Lush & D. Dyke)** to adjourn the meeting at 9:25 p.m.

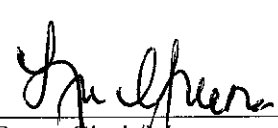
In Favor: Mayor C. Lush  
Deputy Mayor D. Dyke  
Councillors N. Philp, L. Moss, M. Stockley, P. Lush, D. Hopkins

Opposed: 0

Abstaining: 0

Motion Carried

Signature   
Mayor

Signature   
Town Clerk/Manager