

The Town of Gambo

A Regular Meeting of the Town Council of Gambo was held on January 13, 2020 at the Gambo Town Hall, Gambo, NL.

Minutes of the Regular Meeting of the Town of Gambo held on January 13, 2020 at the Gambo Town Hall, Gambo, NL.

Members in Attendance

Mayor Craig Lush
Deputy Mayor Darren Dyke
Councillor Desiree Hopkins
Councillor Lori Moss
Councillor Peter Lush
Councillor Mark Stockley
Town Clerk/Manager, Lorne Greene
Admin Clerk, Cindy Collins

Members Absent

Councillor Nathan Philp
Student Rep., Madison Barrow

Visitors

Mayor Lush called the meeting to order at 6:30 pm.

Motion: 2020-01-13-001 (D. Hopkins & D. Dyke) to approve the Agenda of January 13th, 2020 as presented.

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

Motion: 2020-01-13-002 (D. Hopkins & L. Moss) to approve the minutes of the Regular Council Meeting of December 16th, 2019 as presented.

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

Business arising from the Minutes:

- Water Intake Repairs; Repairs have been completed but the lines have not been pigged yet. It is recommended that this be deferred until the spring.
- Treatment Plant; Repairs have been completed and the plant is running. The Department of Environment will be issuing a permit for us to do work. We will be permitted to operate pumps in the area for one hour a day for approximately two weeks to remove the sludge.
- As per the request of the OHS Chair, a coded lock has been installed to limit access to the back offices.

- Lori noted she was absent from Privileged Meeting as it was missed in the Minutes of December 16th.
- Booster Pump; Lorne noted that the application is with Municipal Affairs and is awaiting approval to go to tender.

Lori left the meeting at 6:35 pm due to conflict.

Item: J.I. Pritchett & Sons Ltd. Development Agreement – It was suggested that the locations applicable to the five-year tax break be added to the Agreement.

Motion: 2020-01-13-003 (D. Dyke & M. Stockley) to approve the J.I. Pritchett & Sons Ltd. Development Agreement pending the addition of the locations that are applicable to the previously agreed upon tax break.

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

Opposed: 0

Abstaining: 0

Motion Carried

Item: Triplex Application; 3 J.I. Pritchett Drive – The deadline for the Discretionary Use Notice has passed with no comments or objections received. Public Works is recommending the approval of this application.

Motion: 2020-01-13-004 (M. Stockley & D. Dyke) to approve the application to build a triplex at 3 J.I. Pritchett Drive.

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

Opposed: 0

Abstaining: 0

Motion Carried

Lori returned to continue the meeting at 6:37 pm.

Item: CUPE Agreement – Changes have been made to the Agreement. A hard copy is available for review in the office if any Councillor would like to review it. An Administration meeting will be scheduled for Wednesday morning to discuss this as well as the Town Foreman's Evaluation.

Item: OHS Policy & Statement – No changes have been made to either document. The Health & Safety Policy Statement and OHS Return To Work Policy have to be renewed annually to ensure that we are able to get the PRIME Rebate with WorkplaceNL.

Motion: 2020-01-13-005 (D. Hopkins & P. Lush) to approve the Health & Safety Policy Statement as presented.

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

Opposed: 0

Abstaining: 0

Motion Carried

Motion: 2020-01-13-006 (D. Hopkins & P. Lush) to approve the Return To Work Policy as presented.

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

Opposed: 0

Abstaining: 0

Motion Carried

Correspondence:

Council Meeting Correspondence			
Received from	Received on	I / A	Details
Municipal Assessment Agency	Dec 16	I	Supplemental Notice Level
Central Newfoundland Waste Management	Dec 17	I	Correspondence re Collection Increase
Water Resources Management	Dec 18	I	Working within 15 Metres of a Waterbody
Department of Municipal Affairs	Dec 18	I	Capital Investment Plan Approval - Water Intake System Upgrade
Department of Municipal Affairs	Dec 20	I	Capital Investment Plan Approval - Culvert Upgrades
SAM	Dec 20	I	SAM Newsletter #25, Winter 2019
Department of Health	Dec 27	I	Update for Licenced Food Preparation Premises
Newfoundland Labrador	Jan 2020	I	Special Events Organizer Package
RCMP	Jan 2020	I	Monthly Mayor's/Council's Policing Report

Town Hall	Jan 10	I	Breakdown of Come From Away proceeds
Department of Municipal Affairs	Dec 20	A	Commercial Vehicle Inspection Requirements and Insurance
Concerned Municipality	Jan 2020	A	Call for MNL Leadership Review
Jacob Kimball - Department of Justice	Jan 3	A	Head of Public Body & ATIPP Coordinator
Central Health Communications	Jan 2	A	Official Launch of Midwifery Services (Sent to council Jan. 2, 2020)
Central Health Communications	Jan 6	A	Midwifery event Cancelled
TRIO	Jan 10	A	Talk to the TRIO Board
Newfoundland Labrador	Jan 10	A	Department of Natural Resources quarry discussion

Item: Municipal Assessment Agency – Advising that reassessment notices will not be sent to residents where the value change is less than \$5000.

Item: Notice from Water Resources Management – Reminder of the permitting requirements for working in or within 15 metres of a waterbody, including wetlands, under the Water Resources Act. It was noted that this requirement has always been in place.

Item: Monthly Policing Report – It was questioned as to whether or not a detailed report can be sent to us for our Community. Lorne will contact the Detachment to enquire.

Item: Food Safety Training Requirements – These new regulations will require that employees of any approved Seasonal Vendor have a current approved food safety training course. They will also be required to have at least one trained person be present while the vendor unit is in operation. This will also be applicable to any meal-time event held for the Festival or at the Smallwood Interpretation Centre.

Item: Municipal Affairs; Commercial Vehicle Inspection Requirements and Insurance – It was noted that this was pertaining to the Fire Department Vehicles only. Lorne advised that our vehicles currently follow the requirements and that this has been completed.

Item: Concerned Municipality; MNL Membership Dues Concerns – It was discussed that we

do not know who this correspondence is from as it does not include a signature or a return address. It was further discussed and decided that no action be taken.

Item: Central Health; Midwifery Services Launch Notice and Cancellation Notice – This event was cancelled due to inclement weather.

Item: TRIO; Sixth Annual Talk to the TRIO Board Event – No interest in attending at this time.

Item: Dept. of Natural Resources; Review of Quarry Activity Regulation Legislation – No interest in attending at this time.

Finance:

Item: Smallwood Days Festival 2019 and 2020 – Finance is recommending to accept the Financial Report for 2019 that was prepared by the office. It was noted that there has been no report received from the Events Coordinator. It was suggested to set up sub-committee of Council for the Festival. Lori & Mark will be a part of this Committee. It was discussed to contact the previous committee members to see their interest for 2020 and if there was no interest to place an ad for new committee members.

Item: Triple AAA Minor Midget (Central Thunder); Donation Request – Recommending approval of a donation in the amount of \$100.00.

Motion: 2020-01-13-007 (D. Dyke & P. Lush) to approve a donation in the amount of \$100.00 to the Triple AAA Minor Midget (Central Thunder).

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

Opposed: 0

Abstaining: 0

Motion Carried

Item: 2020 Membership Renewals – Hospitality NL and Gander & Area Chamber of Commerce

Motion: 2020-01-13-008 (D. Dyke & P. Lush) to approve the Hospitality NL 2020 Membership Renewal in the amount of \$386.40.

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

Opposed: 0

Abstaining: 0

Motion Carried

Motion: 2020-01-13-009 (D. Dyke & P. Lush) to approve the Gander & Area Chamber of Commerce 2020 Membership Renewal in the amount of \$183.43.

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

Opposed: 0
Abstaining: 0
Motion Carried

Item: Business Efficiency Program with NL Power – Recommending to proceed with this program for the supply and installation of three heat pumps for the Fire Department as well as a heat pump, lighting and insulation for the Gambo Public Library.

Motion: 2020-01-13-010 (D. Dyke & P. Lush) to approve proceeding with NL Power’s Business Efficiency Program that will see the installation of heat pumps in the Fire Department and a heat pump, lighting and insulation at the Gambo Public Library.

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

Opposed: 0
Abstaining: 0
Motion Carried

Item: Correspondence regarding 2A Lanes Road – A request was received to remove the water and sewer charge from this property as the home is not livable. Recommending approval upon receipt of proof that the power has been disconnected to the home.

Motion: 2020-01-13-011 (D. Dyke & P. Lush) to approve the removal of the water and sewer charge levied against 2A Lanes Road upon receipt of proof that the power has been disconnected from the property.

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

Opposed: 0
Abstaining: 0
Motion Carried

Item: November Bank Statement

Motion: 2020-01-13-012 (D. Dyke & P. Lush) to accept the November Bank Statement in the amount of \$175,590.66.

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

Opposed: 0
Abstaining: 0
Motion Carried

Item: Town Clerk/Manager’s Travel Claim – October to December 2019 travel and the renewal fee for the Commissioner for Oaths Certification and stamp.

Motion: 2020-01-13-013 (D. Dyke & P. Lush) to approve the Town Clerk/Manager’s Travel Claim for October – December 2019, including the renewal fee for the Commissioner for Oaths Certification and stamp, in the amount of \$596.11.

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

Councillors L. Moss, D. Hopkins, P. Lush & M. Stockley

Opposed: 0
Abstaining: 0
Motion Carried

Item: Room Rental; GHID Corporation – A request was received from the GHID Corporation for a room rental in a Town-Owned Facility. Recommending to accommodate them as best as we can but we will require further information.

Motion: 2020-01-13-014 (D. Dyke & P. Lush) to agree to accommodate the GHID Corporation as best as we can with space upon receipt of further information of their requirements.

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

Opposed: 0
Abstaining: 0
Motion Carried

Item: Question from Resident re Roots In Gambo Program – Request to utilize one of the mature trees on the Village Green for the Roots in Gambo Program. Recommending to approve this request at the regular charge.

Motion: 2020-01-13-015 (D. Dyke & P. Lush) to approve a request to utilize a mature tree located on the Village Green for a memorial tree under the Roots In Gambo Program. This will be at the regular fee of \$575.00.

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

Opposed: 0
Abstaining: 0
Motion Carried

Item: Come From Away Monies Breakdown – Included in correspondence.

Item: Line of Credit; Motion for Municipal Affairs – A motion was passed previously to seek approval from the Venture Credit Union for the renewal of the 2020 Operating Line of Credit; however, a motion was not made to seek approval from the Department of Municipal Affairs and Environment.

Motion: 2020-01-13-016 (D. Dyke & P. Lush) to seek approval from the Department of Municipal Affairs and Environment to borrow from the Venture Credit Union the amount of \$100,000.00 to renew the line of credit. This loan will be for a term of one year at a rate of 5.5% interest. Payment will be 3% of the balance monthly.

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

Opposed: 0
Abstaining: 0
Motion Carried

Item: Accounts Receivable Adjustments – Business closure requires an adjustment in the amount of \$930.60.

Motion: 2020-01-13-017 (D. Hopkins & P. Lush) to approve the Accounts Receivable Adjustments in the amount of \$930.60.

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

Opposed: 0

Abstaining: 0

Motion Carried

Item: Vendor Aged Trial Balance – In the amount of \$35,320.72.

Motion: 2020-01-13-018 (D. Dyke & P. Lush) to approve the Vendor Aged Trial Balance in the amount of \$35,320.72.

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

Opposed: 0

Abstaining: 0

Motion Carried

Item: Accounts Payable Cheque Register – In the amount of \$98,199.51.

Motion: 2020-01-13-019 (D. Dyke & P. Lush) to approve the Accounts Payable Cheque Register in the amount of \$98,199.51.

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

Opposed: 0

Abstaining: 0

Motion Carried

Public Works:

Item: Snow Clearing at 306A J.R. Smallwood Blvd. – Councillor Lush advised that Council had taken over the land and that it was no longer a private driveway. It was discussed and decided that the snow clearing would continue for this area for the portion that was Town-Owned.

Item: Snow Clearing at 391B J.R. Smallwood Blvd. – Lorne has not received any response from the correspondence sent requesting that the vehicles and other debris be moved for safety and proper access for snow clearing. It was discussed and decided to send further correspondence to all residents in the area to advise that the snow clearing operations will cease due to safety concerns for the operators and possible damage to the equipment.

Item: Road Detour at 73 Pine Tree Road – As employees are unable to effectively place any type of barricade at the location right now due to the weather, this item will be revisited in the spring.

Administration:

Discussed previously; no further report.

OHS:

Health & Safety Policy Statement and the Return to Work Policy were motioned previously; no further report.

Emergency Planning:

In absence of the Chairperson, Council is requesting that Lorne send correspondence to the Lions Club requesting an update on the progress of the warming shelter.

Regulations:

No report.

Age Friendly:

No report.

Communications:

No update yet; we are waiting to hear from the Website Developer. It was suggested that the committee schedule a meeting to discuss the new content and material for the new website.

Liaison Reports

Recreation:

No report.

Fire Dept:

- The Annual Poker Run has been scheduled for February 8th.
- The Dept. has a new member.
- They were successful in getting another moose.

Festivals:

Discussed previously. No further update.

SEDCOR:

- Bus tours booked already to attend the Dinner Theatre.
- Heritage Committee would like to restore carvings that were originally at the Logger's Memorial.
- Trails; very popular this year with snowshoeing and there was some decorating during

- Christmas – East Coast Trail saying the Middle Brook Trail is one of top 3 trails in Central.
- They are in the process of arranging a Variety Show as a fundraiser for the Ralph Family.
- Employee for 2020; they would like to be involved in the interview process.
- EDO; they would like to see more focus on the non-tourism side of economic development.
- They would like an update on the Memorandum – It was noted that this is almost good to go.

Dover & Area Family Coalition:

No report.

Smallwood Academy:

No report.

Gambo Public Library:

No report. They had a good social event and will be having a meeting soon.

Town Clerk/Manager Report:

1. The water intake repairs have been completed except the cleaning of the line. We have postponed this work until the spring.
2. In discussions with DMG Consulting Ltd. regarding the sludge removal. We will be issued a Permit to complete the sludge removal with permission to operate a pump in the area for one hour a day for approximately two weeks.
3. The Booster Pump Upgrade Project is with the Department of Municipal Affairs and Environment awaiting the approval to proceed to Tender.
4. Correspondence has been received stating that our insurers have denied liability in the slip and fall incident from August 2019.
5. In the process of organizing a meeting with ACOA, the Department of Tourism, Culture, Industry and Innovation and the Province to review the first draft of the RFP for the Tourism Proposal. This is a two-part process; the first is an application for monies to craft the RFP for design and costing. In the design phase, we can include the kayak/boat launch. The second part is an application for the work that is to be completed.
6. In discussions with the Department of Municipal Affairs and Environment regarding the front desk workstation as it is not conducive to the work required to be completed there. There is approximately \$133,000 left in the project and a request has been made to utilize the funds to complete this work, to purchase a commercial washing machine for the Fire Department and to cover the cost of the Chamber Furniture.
7. Have had discussions with Gus Green regarding the Sovereign's Medal for Volunteers and he has requested us to organize the presentation at the Lions Charter Night to be held on March 21st, 2020. A request has been sent to the Lieutenant Governor's Office to come and present the award. Lorne was advised to send a letter of congratulations from Council and to place ad in paper after the Lions Charter event.
8. The Official Opening of the Town Hall has been scheduled for February 14th.
9. The Levy Invoices for 2020 will be printed and mailed this week.
10. The next meeting is scheduled for January 27th, 2020.

Mayor:

- Hope this year will be better than 2019.
- Would be nice to get some of our properties done (lookout, etc).
- Hopefully the remainder of J.R. Smallwood Blvd. gets done this year as well.
- Evening shift has started for snow clearing.

Lorne advised that the Newsletter has been emailed to Council for review and that he would like to print by Wednesday.

Motion: 2020-01-13-020 (P. Lush & D. Dyke) to adjourn the meeting at 7:40 pm.

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

Opposed: 0

Abstaining: 0

Motion Carried

Signature: 
Mayor

Signature: 
Town Clerk/Manager