

The Town of Gambo

A Regular Meeting of the Town Council of the Town of Gambo was held on October 24th, 2023 at the Gambo Town Hall, Gambo, NL.

Minutes of the Regular Meeting of the Town Council of the Town of Gambo held on October 24th, 2023 at the Gambo Town Hall, Gambo, NL.

Members in Attendance:

Mayor Darren Dyke
Deputy Mayor Lori Moss
Councillor Craig Lush
Councillor Peter Lush
Councillor Yvonne Oram
Councillor Michael Paul
Councillor Russell Stockley
Student Representative Victoria Stockley
Town Clerk Lorne Greene
Administrative Clerk Robert Gullon

Members Absent:

Mayor Dyke called the meeting to order at 6:31pm

Additions to the Agenda:

- The Town Clerk requested to add correspondence from the Kittiwake Joint Council regarding the Access Road.

Motion: 2023-10-24-298 (C. Lush & Y. Oram) to adopt the agenda of the Regular Meeting of Council held on October 24th, 2023 as presented with the above-noted addition.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss
Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0

Conflict of Interest: 0

Motion Carried

Motion: 2023-10-24-299 (C. Lush & Y. Oram) to adopt the minutes of the Regular Meeting of Council held on September 18th, 2023 as presented.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss
Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0

Conflict of Interest: 0

Motion Carried

Motion: 2023-10-24-300 (C. Lush & R. Stockley) to adopt the minutes of the Special Meeting of Council held on September 28th, 2023 as presented.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss
Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0
Conflict of Interest: 0
Motion Carried

Business Arising from the Minutes:

- Councillor Stockley asked about funding for the Municipal Enforcement Services initiative. It was indicated that the Kittiwake Joint Council will be applying on a Community Collaboration Grant to hire a coordinator to determine services that can be cost-shared such as this program.
- Councillor Stockley asked whether the museum funding can be used for a virtual museum. This question will be investigated further.
- Councillor Stockley inquired as to the replacement of the server for our financial records. It was noted that this item would be discussed in the Finance Committee Report.
- Councillor Stockley requested an update on the grader. It was noted that this item would be discussed in the Finance Committee Report.
- The lighting at the Track and Field was discussed. It was indicated that we are awaiting the assessed value of the land from the Municipal Assessment Agency before we are able to register the deed.

Item: Fun-n-Sun Playground and Middle Brook Trail

Councillor Stockley commented on the excellent job at the Fun-N-Sun Playground for the recent improvements and the repairs to the Middle Brook trail. He thanked the staff for their efforts and hard work.

Item: 2024/2025 MCW Application

Motion: 2023-10-24-301 (C. Lush & P. Lush) to rescind motion 2023-09-28-294.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss

Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0
Conflict of Interest: 0
Motion Carried

Motion: 2023-10-24-302 (C. Lush & M. Paul) to approve the submission of an application under the 2024-2025 MCW Program for a generator to be utilized as an emergency power backup supply for the Chlorination Plant in the amount of \$247,733.00. Council's required ten percent (10%) share in the amount of \$22,465.00 will be added to the Capital Investment Plan through the Gas Tax Funds.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss

Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0
Conflict of Interest: 0
Motion Carried

Motion: 2023-10-24-303 (L. Moss & C. Lush) to approve the submission of an application under the 2024-2025 MCW Program for a generator to be utilized as an emergency power backup supply for the Town Hall/Fire Hall as the buildings will be used for a Warming/Cooling Centre and an Emergency Operations Centre. The total amount of this project is in the amount of

\$294,717.00. Council's required forty percent (40%) share in the amount of \$106,904.00 will be added to the Capital Investment Plan through the Gas Tax Funds.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss

Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0

Conflict of Interest: 0

Motion Carried

Motion: 2023-10-24-304 (L. Moss & C. Lush) to rescind motion 2023-09-28-295.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss

Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0

Conflict of Interest: 0

Motion Carried

Motion: 2023-10-24-305 (L. Moss & C. Lush) to approve the submission of a Capital Investment Plan Application for Gas Tax Funding in the amount of \$22,465.00 for the Town's portion of the 2024-2025 MCW Chlorination Plant Generator Project Application and to have it added to the Capital Investment Plan for the Gas Tax Funds Allocation (2019-2024).

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss

Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0

Conflict of Interest: 0

Motion Carried

Motion: 2023-10-24-306 (L. Moss & C. Lush) to approve the submission of a Capital Investment Plan Application for Gas Tax Funding in the amount of \$106,904.00 for the Town's portion of the 2024-2025 MCW Town Hall/Fire Hall Generator Project Application and to have it added to the Capital Investment Plan for the Gas Tax Funds Allocation (2019-2024).

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss

Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0

Conflict of Interest: 0

Motion Carried

Item: Rental of Smallwood Interpretation Centre

Lorne, Town Clerk asked if we would be renting the Centre for the upcoming Christmas season as our office was receiving calls inquiring about the rental. It was decided that we would rent the building for the season.

Item: Correspondence - Kittiwake Joint Council

The Kittiwake Joint Council sent correspondence regarding the development of an access road. It was decided that Council is not interested in pursuing or investigating this initiative any further. It was noted that correspondence would be sent regarding this decision to the Kittiwake Joint Council.

Correspondence (Information):

Received From	Received On	Details
Municipalities NL	Sep-18-23	MNL Conference agenda available; registration deadline Oct 6 th .
Municipalities NL	Sep-19-23	Provincial Well-Being Week online discussion on Sept. 21st.
Municipalities NL	Sep-20-23	Encouraging youth involvement in local government.
Gander and Area Chamber of Commerce	Sep-25-23	Small Business Week Luncheon scheduled for Oct. 19th.
Gander and Area Chamber of Commerce	Sep-28-23	Tickets to the Small Business Week luncheon.
Gov.NL	Sep-26-23	National Radon Program presentation scheduled for October 4th.
Municipal Assessment Agency	Sep-29-23	World Mayor nominations voting deadline on Oct. 20th.
Central Health	Oct-05-23	Municipalities Meeting scheduled for Oct. 16th.
Town of Dover	Oct-10-12	Joint Council Meeting scheduled on Oct. 11th.
Municipalities NL	Oct-11-23	Leadership Summit for Women and Gender-Diverse Individuals scheduled for Oct. 25th.
Municipalities NL	Oct-12-23	Media and Social Media Training scheduled for Oct. 25th.
Victoria Stockley	Oct-13-23	ALS Ice Bucket Challenge.
Gov. NL	Sep-19-23	Approval to award contract.
Churence Rogers	Sep-21-23	Strategic planning and development for Trial System.
Municipalities NL	Sep-25-23	Board Member Nominations closed Sep. 26th.
Municipalities NL	Sep-25-23	Cooperation with Federal and Provincial Governments re. housing solutions.
Gov. NL	Sep-22-23	Call for Municipal Capital Works project with a deadline on Sep. 29 th .
Municipalities NL	Sep-27-23	Re. possible solutions to housing crisis.9
Trio	Sep-27-23	Fall Caucus meeting scheduled for Oct. 26 th .
S.A.M.	Sep-27-23	Fall Business Meeting.
Gov. NL	Sep-29-23	Approval to Borrow for Pine Tree Road project.
Municipalities NL	Oct-03-23	Re. Long-term plan for municipal infrastructure.
RCMP	Oct-04-23	August crime statistics report.
Allnorth	Oct-06-23	Outfall and WWTP Upgrades tender award.
S.A.M.	Oct-06-23	Municipal Info Session scheduled for Oct. 20 th .
AgriSpirit Fund	Oct-06-23	Funding not awarded this year.
Municipalities NL	Oct-10-23	Re. additional revenue-generating options.
Municipalities NL	Oct-10-23	Conference registration deadline extended.
The Rooms	Oct-10-23	Reply to letter of Sept. 1 st .
TD Bank	Sep-26-23	Re. Annual audited financial statements.

NL Power	Oct-11-23	Business Efficiency Program.
Municipalities NL	Oct-11-23	MNL Board of Director Officers election info.
Municipal Assessment Agency	Oct-12-23	New Taxpayer Representative Allan Hawkins.
Gerry Byrne	Oct-12-23	Response to JCP letter.
Municipalities NL	Oct-18-23	MNL Membership Fee info session.
Municipalities NL	Oct-17-23	Membership Fee Increase.
Gov. NL	Oct-18-23	2024 Municipal Budget Form.

Correspondence (Action):

Received From	Received On	Details
Tract Consulting	Sep-13-23	AMP Policy Review meeting notes.
Melanie Cardinal	Sep-20-23	Resignation letter.
Ray Penny	Sep-15-23	Meeting for second part of presentation.
Gov. NL	Sep-22-23	Fall dates for mandatory orientation training & voluntary municipal budget training.
S.A.M.	Sep-27-23	Re. AGM in October.
Sensory Inclusion Trails Committee	Sep-28-23	Overview of trail plans.
Lynn Decker-Ellsworth	Oct-04-23	MNL Campaign message.
Gov NL.	Oct-04-23	WERAC proposing new ecological reserve areas.
Lorne Greene	Oct-6-23	Budget requests.
Jodi Ketas	Oct-10-23	Re. Fall Cleanup.
NLC	Oct-12-23	Training session scheduled for week of November 6 th -10 th .
Gov. NL	Oct-16-23	Emergency Management Training in Grand Falls Oct.31 st to Nov. 2 nd .
Hospitality NL	Oct-18-23	Voting for Director-At-Large.
Dale Russell	Oct-16-23	Re. Artifacts from SIC.
Danny Waterman	Oct-20-23	Cabot Road cul-de-sac.
Central Health	Oct-19-23	Municipalities Meeting scheduled for Oct. 30 th .

Item: Meeting With Tract Consulting

The minutes of the recent Asset Management Meeting was tabled for review. Tract Consulting Ltd. has scheduled an Asset Management Project wrap up meeting for Council on November 22nd, 2023.

Item: Recreation Director/EDO Resignation

Recreation Director/EDO Melanie Cardinal submitted her resignation effective September 18th, 2023.

Motion: 2023-10-24-307 (C. Lush & Y. Oram) to accept Recreation Director/EDO Melanie Cardinal's resignation effective September 18th, 2023.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss
Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley
Opposed: 0
Conflict of Interest: 0
Motion Carried

Item: Second Part of Ray Penny's Power Point Presentation

Ray Penny is seeking a time to present the second part of his PowerPoint presentation to Council. It was decided to schedule this sometime in the new year.

Item: Department of Municipal and Provincial Affairs Mandatory Orientation Training

It was noted that all Councillors have completed their mandatory training. The Department is also offering voluntary training on Municipal budgeting in Clarendville. Anyone interested in attending may contact the Town Clerk to register. Councillor Oram asked to be registered.

Item: Sensory Trail Committee

The Sensory Trail Committee has provided a PowerPoint presentation regarding an overview on the intentions for developing a Sensory Trail. A meeting has been scheduled for November 6, 2023 at the GCYC. Councillors are invited to attend to discuss plans for the trail.

Item: MNL Campaign Message from Lynn Decker Ellsworth

Lynn Decker Ellsworth is running for re-election as Small Town Director with MNL and would like her campaign message shared with the Mayor and Council..

Item: Wilderness and Ecological Reserves Advisory Council

WERAC is proposing ten new protected areas in collaboration with the Department of Environment and Climate Change. A Public Engagement session on the Indian Arm Brook area was held on October 18th, 2023 and an Open House will be held in Lewisporte on November 1st, 2023.

Item: 2024 Budget Letter

The Town Clerk is seeking budget requests in preparation for the 2024 Budget. All requests may be sent via email to the Town Clerk or an appointment can be arranged to discuss.

Item: Letter - Community Cleanup

A piece of correspondence was received requesting the reinstatement of the Fall Cleanup. The matter was discussed and it was decided to deny the request as the Spring Cleanup alone cost approximately \$42,000. The Town Clerk will research the hiring of a compactor truck for next year's Spring Cleanup as this may help alleviate some of the cost of the cleanup.

Motion: 2023-10-24-308 (C. Lush & M. Paul) to deny the request to reinstate the second Cleanup Event for the Fall of 2023.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss
Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley
Opposed: 0
Conflict of Interest: 0
Motion Carried

Item: NLC Training

The Newfoundland and Labrador Liquor Corporation is offering training sessions during the week of November 6th-10th, 2023 relating to the laws around sales.

Item: Emergency Management Training

The Department of Justice and Public Safety - Emergency Services Division is offering Basic Emergency Management and Emergency Operations Centre Management Training Sessions from October 31st to November 2nd, 2023 in Grand Falls-Windsor.

Item: Hospitality NL Director-At-Large

Hospitality NL is accepting votes for a Director-At-Large on November 1st, 2023. Votes may be cast online.

Item: Letter from Dale Russell Fitzpatrick

In response to recent correspondence, Dale Russell Fitzpatrick sent correspondence regarding Joey Smallwood's personal artifacts from the Smallwood Interpretation Centre. She is requesting an inventory of the items in the Centre. It was discussed to approach Smallwood Academy to check if they are interested in acquiring any of the items from the Centre.

Item: Letter regarding Cabot Road

A resident sent correspondence regarding the cul-de-sac on Cabot Road. It was noted that many visitors to Gambo travel down this road to view the bay. It was requested that the Town beautify the cul-de-sac to make it more appealing to visitors. Councillor Oram also suggested expanding the Memorial Bench Program to include areas such as the Cabot Road cul-de-sac.

Item: NL Health Services

NL Health Services - Central Zone is holding a Municipalities Meeting on October 30th, 2023. These meetings are offered virtually through Microsoft Teams and will provide an update on primary care, medical services and recruitment and retention.

Finance:**Item: Budget Review**

It was noted that cash flow has been an issue this year considering the major expenditures on equipment repairs, waterlines, etc. It was also noted that as of this meeting, \$194,000 in prior taxes has been collected.

Item: David Smallwood Park Revenue

The Town's share of revenue from the David Smallwood Park for the 2023 tourism season totals \$6,235.01.

Item: Travel Claim - Mayor Dyke

Motion: 2023-10-24-309 (P. Lush & M. Paul) to approve Mayor Dyke's travel claim in the amount of \$1,259.89 to attend the 2023 MNL Convention.

In Favor: Deputy Mayor L. Moss

Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0

Conflict of Interest: Mayor D. Dyke - Claimant
Motion Carried

Item: Travel Claim - Town Clerk

Motion: 2023-10-24-310 (P. Lush & M. Paul) to approve the Town Clerk's travel claim in the amount of \$436.50.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss
Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0
Conflict of Interest: 0
Motion Carried

Item: Kittiwake Joint Council – Community Collaboration Grant Application

Motion: 2023-10-24-311 (P. Lush & M. Paul) to support the Kittiwake Joint Council's Community Collaboration Grant Application to identify services that can be cost-shared in the region in the proposed amount of \$99,632.88 with the Town of Gambo's share being \$2,742.00.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss
Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0
Conflict of Interest: 0
Motion Carried

Item: Account Adjustment Request-4 Saunder's Road

A resident at 4 Saunder's Road requested a \$200.00 credit on their residential tax account for property repairs. It was decided to deny this request as this is work of our Public Works Staff.

Item: TownSuite Server Upgrades

As of October, 2023, the Town's server will no longer be able to host the TownSuite Software Accounting Program. There are currently two options going forward. The first option is to purchase a new server which has been estimated at \$16,000.00. The second option is to sign up for TownSuite's cloud-based service which has an estimated annual cost of \$5,000.00 - \$6,000.00 per year. This matter will be deferred until the Town Clerk gathers more information on the upgrade options.

Item: August 2023 Bank Reconciliation

Motion: 2023-10-24-312 (P. Lush & M. Paul) to approve the August 2023 Bank Reconciliation in the amount of \$206,883.57.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss
Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0
Conflict of Interest: 0
Motion Carried

Item: September 2023 Bank Reconciliation

Motion: 2023-10-24-313 (P. Lush & M. Paul) to approve the September 2023 Bank Reconciliation in the amount of \$113,571.55.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss

Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0

Conflict of Interest: 0

Motion Carried

Item: Lift Station Upgrades Project - TD Commercial Banking

Motion: 2023-10-24-314 (P. Lush & M. Paul) to seek approval to borrow from TD Commercial Banking in the amount of \$69,617 for Project No. 17-GI-23-00025 – Lift Station Upgrades. This loan will have a term of five years with an amortization period of 10 years and an interest rate of 6.081% with a payment of \$775.81 monthly.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss

Councillors P. Lush, C. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0

Conflict of Interest: 0

Motion Carried

Item: Approval to Borrow – Department of Municipal and Provincial Affairs – Project No. 17-GI-23-00025 – Lift Station Upgrades

Motion: 2023-10-24-315 (P. Lush & M. Paul) to seek approval from the Department of Municipal and Provincial Affairs to borrow \$69,617.00 from TD Commercial Banking for Project No. 17-GI-23-00025 – Lift Station Upgrades in the amount of \$69,617. This loan will have a term of five (5) years and an amortization period of ten (10) years. The interest rate on this loan will be 6.081% with a monthly payment of \$775.81.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss

Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0

Conflict of Interest: 0

Motion Carried

Item: Correspondence - Lloyd Noseworthy Ltd.

There was correspondence received from Lloyd Noseworthy Ltd. inquiring as to whether the Town would be interested in purchasing the property located at 10 Centennial Road. It was decided to pass on the purchase offer at this time.

Item: Correspondence – Trails Committee

The SEDCOR Trail Committee has requested funding to purchase lights for the overhead arches installed on the bridge at the Fun-N-Sun for the Christmas season. It was noted that these funds should already be in the committee's budget and that the Town will not be contributing to this.

Item: Fire Hydrant Purchase

Motion: 2023-10-24-316 (P. Lush & M. Paul) to rescind motion 2023-09-18-275 as the original supplier does not carry the hydrant with the required specs.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss

Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0

Conflict of Interest: 0

Motion Carried

Motion: 2023-10-24-317 (P. Lush & M. Paul) to approve the purchase of a fire hydrant from Emco Waterworks in the amount of \$7,870.55.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss

Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0

Conflict of Interest: 0

Motion Carried

Item: Quote - Repairs to Grader

Motion: 2023-10-24-318 (P. Lush & M. Paul) to approve the purchase of 4 coils in the amount of \$4,800.00 to repair the grader.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss

Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0

Conflict of Interest: 0

Motion Carried

Item: Correspondence – Gambo Public Library

The Gambo Public Library sent correspondence requesting the Town to clean the carpet. It was decided to clean the carpet now and to complete it once a year moving forward.

Item: Account Adjustment Request - 9 Station Road

Motion: 2023-10-24-319 (P. Lush & M. Paul) to approve an account adjustment for the water and sewer tax in the amount of \$183.33 for the above-noted property.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss

Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0

Conflict of Interest: 0

Motion Carried

Item: Vendor-Aged Trial Balance - Gambo Fire Department

Motion: 2023-10-24-320 (P. Lush & M. Paul) to approve the Vendor-Aged Trial Balance for the Gambo Fire Department in the amount of \$2,500.00

In Favor: Deputy Mayor L. Moss

Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0

Conflict of Interest: Mayor D. Dyke – Member of the Gambo Fire Department

Motion Carried

Item: Vendor-Aged Trial Balance - Goulding's Wholesale Ltd.

Motion: 2023-10-24-321 (P. Lush & M. Paul) to approve the Vendor-Aged Trial Balance for Goulding's Wholesale Ltd. in the amount of \$375.37.

In Favor: Deputy Mayor L. Moss

Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0

Conflict of Interest: Mayor D. Dyke – Employee of Goulding's Wholesale, Ltd.

Motion Carried

Item: Vendor-Aged Trial Balance - J.I. Pritchett & Sons Ltd.

Motion: 2023-10-24-322 (P. Lush & M. Paul) to approve the Vendor-Aged Trial Balance for J.I. Pritchett & Sons Ltd. in the amount of 2,451.25.

In Favor: Mayor D. Dyke

Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0

Conflict of Interest: Deputy Mayor L. Moss – Employee of J.I. Pritchett & Sons Ltd.

Motion Carried

Item: Remaining Vendor-Aged Trial Balance

Motion: 2023-10-24-323 (P. Lush & M. Paul) to approve the remaining Vendor-Aged Trial Balance in the amount of \$41,112.69.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss

Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0

Conflict of Interest: 0

Motion Carried

Item: Accounts Payable Cheque Register - Gambo Fire Department

Motion: 2023-10-24-324 (P. Lush & M. Paul) to approve the Accounts Payable Cheque Register for the Gambo Fire Department in the amount of \$3,200.00 with cheque number 0000026675.

In Favor: Deputy Mayor L. Moss

Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0

Conflict of Interest: Mayor D. Dyke – Member of the Gambo Fire Department

Motion Carried

Item: Accounts Payable Cheque Register - J.I. Pritchett & Sons Ltd.

Motion: 2023-10-24-325 (P. Lush & M. Paul) to approve the Accounts Payable Cheque Register for J.I. Pritchett & Sons Ltd. in the amount of \$4,659.98 with cheque number 0000026678.

In Favor: Mayor D. Dyke

Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0

Conflict of Interest: Deputy Mayor L. Moss – Employee of J.I. Pritchett & Sons Ltd.

Motion Carried

Item: Accounts Payable Cheque Register - Mayor Dyke Travel Claim

Motion: 2023-10-24-326 (P. Lush & M. Paul) to approve the Accounts Payable Cheque Register for Mayor Dyke's travel claim in the amount of \$42.51 with cheque number 0000026689.

In Favor: Deputy Mayor L. Moss

Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0

Conflict of Interest: Mayor D. Dyke - Claimant
Motion Carried

Item: Accounts Payable Cheque Register - Councillor Oram Travel Claim

Motion: 2023-10-24-327 (P. Lush & M. Paul) to approve the Accounts Payable Cheque Register for Councillor Oram's travel claim in the amount of \$112.23 with cheque number 0000026688.

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

Opposed: 0

Conflict of Interest: Councillor Y. Oram - Claimant
Motion Carried

Item: Remaining Accounts Payable Cheque Register

Motion: 2023-10-24-328 (P. Lush & M. Paul) to approve the remaining Accounts Payable Cheque Register in the amount of \$100,886.25.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss
Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0

Conflict of Interest: 0
Motion Carried

Item: Sale of Land - J.I. Pritchett & Sons Ltd.

Motion: 2023-10-24-329 (P. Lush & M. Paul) Be it resolved that the Town will sell to J.I. Pritchett's and Sons Limited, for the amount of \$5,000.00 plus HST, all of its interest in and to a certain piece or parcel of land situate at Lot 13, Civic 1 Clearview Drive, in the Town of Gambo in the province of Newfoundland and Labrador, and that Lorne Greene, Town Clerk, is authorized to execute under the seal of the Town the Indenture of Conveyance and any other related documents necessary thereto.

In Favor: Mayor D. Dyke
Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0

Conflict of Interest: Deputy Mayor L. Moss - Employee of J.I. Pritchett & Sons Ltd.
Motion Carried

Public Works:

- Correspondence was received from a resident at 198 J.R. Smallwood Boulevard. The resident is requesting to have their driveway repaired as there is a lift station on the property and our employees use this area for access. This has been added to the Public Works list.
- In the spring, there was correspondence received from a resident at 5 Cabot Road regarding property issues. The resident is requesting that the culvert be lowered and ditching to be completed to the bay. The Town Foreman will assess the property to determine what work needs to be done.
- An application was received for a taxi business to be located at 7 Holland's Road. The business is at the discretion of Council so therefore; a Discretionary Use Notice was

issued to the neighbors and advertised throughout town. There wasn't any representation received on this application.

Motion: 2023-10-24-330 (L. Moss & M. Paul) to approve a taxi business to be located at 7 Holland's Road, Gambo.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss

Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0

Conflict of Interest: 0

Motion Carried

- The United Church has asked about the possibility of a water line to the United Cemetery so that a garden hose can be connected. This will be assessed further by the Town Foreman.
- The property located at 29 Forest Road has ongoing issues with a trench at the end of the driveway. The Town Foreman has a solution to this issue.
- The Trails Committee has requested rails to be installed at the ramp on the Middle Brook Trail as it gets slippery with frost. It was decided to place anti-skid tape on this ramp in lieu of rails.
- The Sensory Trail Committee has requested that committee members complete brush cutting and trimming along the Logger's Memorial Trail for Story Time and Book Walks. The Town Clerk will speak with Doug, Town Foreman to determine if this can be completed by the committee.
- The owner of land at 15A Park Road has requested a meeting to discuss a possible development in the area. A meeting has been scheduled for November 2nd, 2023.
- The Site-Specific Safety Plan for Pickup of Ice Control Materials at Grant's Pit has been completed and requires Council's approval.

Motion: 2023-10-24-331 (L. Moss & C. Lush) to approve the 2023/2024 Site-Specific Safety Plan for the Pickup of Ice Control Materials at Grant's Pit.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss

Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0

Conflict of Interest: 0

Motion Carried

- Lorne, Town Clerk advised that four kilometres of ditching and alder trimming has started on the Mint Brook Resource Road.
- It was suggested to write a letter to Chris Hiscock of the Department of Transportation and Works to request maintenance on the Mint Brook Resource Road.

Human Resources:

- Laurie Kelly has been issued a 2-week lay-off notice. His last day of the season will be October 27th, 2023.
- Corey Wade is off until October 31st, 2023.
- Union negotiations with CUPE are scheduled for November 14th - 16th.
- The assignment of the Town Foreman position was discussed. It was discussed that when Town Foreman, Doug Evelley is off, Kevin Paul will assume the Town Foreman's position. In the event that both the Town Foreman and the replacement are away for more than two days, Public Works staff will take their direction from the Town Clerk.

Strategic Planning:

- Committee invited Woodrow Mullett, SEDCOR Chair to the meeting. The following items were discussed at that meeting:
- The Active NL Grant was discussed with chain-link fencing around a 400-foot section of the Middle Brook Trail requested. Councillor Stockley noted that this fencing would spoil some of the natural beauty of the trail.
- Signage for Drover's Beach was discussed. It was decided to work with the Department of Transportation and Works to install a sign on the existing fingerboard on the highway.
- The updating of the website was noted as a priority. The site requires design work and uploading of materials.
- It was suggested to check the availability of a Beautification Grant to aid in the cleanup of the Middle Brook River area by the Community Garden.
- A wheelchair ramp was suggested for the swimming pool area. It was suggested to research if there is an Accessibility Grant to help with this project.
- The steps on Madeline's Trail require repair. The Town Clerk noted that this matter has been added to the list of trail work for 2024.
- It was suggested to install 16-inch culverts along Middle Brook Trail instead of 12-inch culverts.
- The possibility of creating parking spots at the Boat Launch was discussed.

Occupational Health and Safety:

- No Report.

Emergency Planning:

- No Report.

Regulations:

- The Rental Agreement for the Family Matters Daycare has been reviewed by the Committee. The Town Clerk noted that this Rental Agreement has been sent to legal counsel for review.
- Council has a mandate to provide a wide range of municipal services. In order to guide staff with the effective implementation of those services, Council adopts policies for the important issues that can be utilized by staff to support Council's vision, goals and objectives. Council is currently developing an Asset Management Plan that has to be completed by December 31st, 2023 for the town. As an Asset Management Policy is required under the plan, the Committee has written this policy. It has been reviewed and is in order to be approved by Council.

Motion: 2023-10-24-332 (M. Paul & L. Moss) to approve the Asset Management Policy as presented.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss

Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0

Conflict of Interest: 0

Motion Carried

Age Friendly:

- No Report.

Communications:

- No Report.

Recreation:

- There are no programs currently running as we have no Recreation Director.
- Jodi Keats is running a Badminton Program on Thursday nights.
- A Multicultural Grant in the amount of \$1,500.00 has been awarded.
- \$750.00 has been awarded for the PN Unplugged Program.
- A Healthy Eating Grant in the amount of \$1,500.00 has been awarded.
- An Active NL Grant has been applied on for retractable fencing for the softball field. This will allow the fencing to be reconfigured for different leagues.
- This year's Chase the Ace has been running for 20 weeks. The jackpot is now \$5,440.00
- Jeff Glover's Quilt Draw made \$1,922.00. A thank you to Jeff and his wife for the donation of the quilt.
- A donation of \$200.00 was issued to the Ski Trails to place markers along the trail.
- It was decided that the Chase the Ace float may be brought home by whomever is running it on a given night and brought to the Town Hall in the morning to balance it out with the Receptionist.

Gambo Fire Department:

- The Fireman's Ball was held October 21st, 2023 and was well-attended.
- The ATV Raffle was drawn and Manuel Paul was the winner.
- An ATV Run is scheduled for November 5th, 2023.

Festivals & Events:

- A Trunk or Treat event is scheduled for October 28th, 2023. The event organizers requested donations from the Town. It was noted that the Town does not normally donate to events such as this; however there are bags of popcorn left over from the Festival which can be donated.

SEDCOR:

- Discussion deferred to Privileged Meeting.

Dover & Area Family Resource Centre:

- No Report.

Smallwood Academy:

- The Graduation Committee made \$3,000.00 from the recent bottle drive.
- The ALS Ice Bucket Challenge raised over \$2,000.00.
- A Truth and Reconciliation Ceremony was held earlier this month.
- A Remembrance Day Ceremony is planned for November.

- A Halloween Dance is scheduled for October 26th, 2023.
- Movie Days for grades K-3 are scheduled on October 25th and October 27th, 2023.
- Treats will be given out to students on Halloween.
- Student Council attendance has been good so far this year.
- A MUN Advisor will be visiting the school.
- Attended a OHS Meeting with Forestry.

Gambo Public Library:

- A Bake Walk is scheduled for November 29th, 2023.
- A date for the Christmas Social is to be determined.

Town Clerk's Report:

- There is work required regarding our OHS policy and worksites. I will discuss at our next OHS Meeting.
- I have approved a personal training business to be located at 516 J.R. Smallwood Blvd.
- I have set the date for the Annual Tree Lighting for Tuesday, December 5th, 2023.
- Will we be having a Christmas Social this year as the time is here now to book if we require a caterer? Possible date of December 16th, 2023?
- The two properties at 407 J.R. Smallwood Blvd. and 7 Norman's Road will be sold on a tax sale on November 21st, 2023 at 2:00pm at the GCYC.
- The MCW Applications had to be revised and resubmitted as the cost-estimates included HST twice.
- I completed an ATTIPPA Training Course on September 26th regarding roles and responsibilities of the ATIPP Coordinator.
- I have received the Notice of Appeal on the application for 525 J.R. Smallwood Blvd.
- Robert and I attended a training session on the required Accessibility Plan that needs to be completed by December 31st, 2023.
- I have spoken with our Auditor, Lori mercer and we will have our 2022 Financial Statements this week.
- Our employee that is off due to a lost-time accident is scheduled to be off until October 31st, 2023.
- The 2024 Canada Day Celebration Grant Application has been submitted.
- I have attended two meetings with Tract Consulting Ltd. relating to the Asset Management Plan.
- I have spoken with Dale Russell FitzPatrick on the artifacts at the Smallwood Interpretation Centre.
- I have received three quotes from realtors to be discussed at the Committee.
- The RFP for the David Smallwood Park has been advertised as of October 20th, 2023 with a deadline of RFP submissions for November 20th, 2023. I have the ad placed in the Telegram for October 28th and November 4th. The documents are in the Dropbox for this meeting.
- The CAT Loader has been returned from St. John's on Friday.
- The Middle Brook has been reopened after the repairs have been completed.
- This is a reminder of the Project Wrap-Up Presentation to Council scheduled on

November 22nd, 2023 at 6:30 pm for the Asset Management Plan as the project deadline is December 30th, 2023.

- The following is an update on the Capital Projects:
 1. The Sewer Outfall Extension Project has been awarded to GerGar Enterprises Ltd. in the amount of \$514,222.50. The engineering for this project is \$45,605.44 for a total project cost of \$559,827.94. There will be approximately \$102,883.89 remaining in funding. Allnorth Consultants Ltd. has received shop drawing for manholes and the lift station for this project as of yesterday. This project will be proceeding this year.
 2. The Water Intake Extension Project – We are still awaiting correspondence from MHA Haggie regarding our request to transfer the additional monies from the Sewer Outfall Extension Project to the Water Intake Extension Project.
 3. The Issued for Construction Documents for the first three lift stations have been sent to the Department of Transportation and Infrastructure for review and approval to proceed to tender.
 5. The next approved three lift stations will be assigned to the engineer that is responsible for Pine Tree Road.
 6. The Pine Tree Upgrades Project has been postponed until the spring.
- The next Regular Meeting will be November 20th, 2023.

Mayor's Report:

- No Report.

Motion: 2023-10-24-333 (P. Lush & C. Lush) to move to a Privileged Meeting at 8:12pm.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss

Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0

Conflict of Interest: 0

Motion Carried

Motion: 2023-10-24-334 (Y. Oram & R. Stockley) to return to a Regular Meeting at 8:56pm.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss

Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0

Conflict of Interest: 0

Motion Carried

Motion: 2023-10-24-335 (P. Lush & C. Lush) to disband the Board of Directors of SEDCOR with immediate effect to allow Council to re-evaluate the role and function of SEDCOR.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss

Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley

Opposed: 0

Conflict of Interest: 0

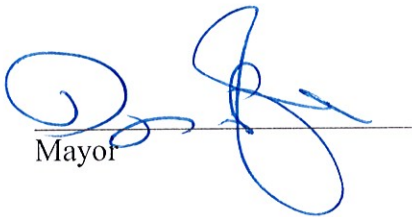
Motion Carried

Motion: 2023-10-24-336 (R. Stockley & C. Lush) to appoint Racchelle Moss as the Recreation Director/Economic Development Officer until December 2nd, 2023.

In Favor: Mayor D. Dyke,
Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley
Opposed: 0
Conflict of Interest: Deputy Mayor L. Moss – Relative of Raechelle Moss
Motion Carried

Motion: 2023-10-24-337 (C. Lush & P. Lush) to adjourn the meeting at 8:57pm.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss
Councillors C. Lush, P. Lush, Y. Oram, M. Paul, R. Stockley
Opposed: 0
Conflict of Interest: 0
Motion Carried



Mayor



Town Clerk