

The Town of Gambo

A Regular Meeting of the Town Council of the Town of Gambo was held on September 8th, 2025, at the Gambo Town Hall, Gambo, NL.

Minutes of the Regular Meeting of the Town Council of the Town of Gambo held on September 8th, 2025, at the Gambo Town Hall, Gambo, NL.

Members in Attendance:

Mayor Darren Dyke
Deputy Mayor Lori Moss
Councillor Thomas Burry
Councillor Micheal Paul
Town Clerk Lorne Greene
Administrative Clerk Robert Gullon

Members Absent:

Councillor Dustin Hunt

Visiting Delegate:

Charlene Kean

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

Additions to the Agenda:

- Correspondence from the Chairperson of SEDCOR
- Village Green

Resolution: 2025-09-08-216 (T. Burry & M. Paul) Be it resolved to adopt the agenda of the Regular Meeting of Council of September 8th, 2025, with the above-noted additions.

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

Councillors T. Burry, M. Paul

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Resolution: 2025-09-08-217 (T. Burry & L. Moss) Be it resolved to adopt the minutes of the Regular Meeting of Council of August 11th, 2025, as presented.

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

Councillors T. Burry, M. Paul

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Business Arising from the Minutes:

Deputy Mayor Moss requested an update on the repairs to the Gambo Pond Boat Launch. It was noted that the issue has been passed on to our Public Works staff who will complete repairs as soon as they are able.

Councilor Burry indicated that the repairs have been completed to the Fire Truck and that the vehicle is working well.

New Business:

Visiting Delegate noted that the business sign at 336 J.R. Smallwood has been removed from the side of the road. Further, she noted that she sent a letter to the Minister of Transportation and Infrastructure regarding the drainage issues at 336 J.R. Smallwood Blvd. The Department has agreed to review this matter. In correspondence to her dated August 13th, 2025, it was indicated that a message would be sent to the Roads Division requesting the review.

Item: 2025 Municipal General Election

Resolution: 2025-09-08-218 (M. Paul & T. Burry) Be it resolved to rescind the following motion: 2025-07-14-159 to appoint Administrative Clerk Robert Gullon as the Alternative Returning Officer for the 2025 Municipal General Election.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss
Councillors T. Burry, M. Paul

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Resolution: 2025-09-08-219 (M. Paul & L. Moss) Be it resolved to appoint Receptionist Jeannie Pritchett as the Alternative Returning Officer for the 2025 Municipal General Election.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss
Councillors T. Burry, M. Paul

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Item: Correspondence from SEDCOR

A letter was tabled from Councillor Burry formally announcing his resignation from the position of Co-Chair of the Smallwood Era Development Corporation effective immediately.

Resolution: 2025-09-08-220 (M. Paul & L. Moss) Be it resolved to accept Councillor Thomas Burry's resignation as Co-Chair of SEDCOR effective immediately.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss
Councillor M. Paul

Opposed: 0

Conflict of Interest: Councillor T. Burry - Chair of SEDCOR

Resolution Carried

Item: Request - Village Green

Deputy Mayor Moss noted that Kevin Pritchett would like to construct a large Adirondack chair like the one on Lumsden Beach. He would like to place the chair on the Village Green. Council is happy to accept this proposal; Deputy Mayor Moss will advise Council of the color selection for the chair.

Correspondence (Information):

Received From	Received On	Details
Gov NL	Aug-1-25	Special Assistance Grant Program
Municipalities NL	Aug-13-25	infoNOTE

CNWM	Aug-13-25	Pay As You Go
Municipalities NL	Aug-14-25	ATV Restrictions and Wildfire Info
Municipalities NL	Aug-14-25	Make Your Mark Campaign
Gov NL	Aug-17-25	Election Materials
MAA	Aug-20-25	Clar Simmons Scholarship
Municipalities NL	Aug-21-25	Make Your Mark Campaign
Municipalities NL	Aug-21-25	infoNOTE
Municipalities NL	Aug-27-25	Clarifications of CHIF Applications
Municipalities NL	Aug-27-25	infoNOTE
Municipalities NL	Sep-3-25	infoNOTE

Correspondence (Action):

Received From	Received On	Details
Municipalities NL	Aug-11-25	Tomorrow Tour
Gov NL	Aug-11-25	Lift Station Upgrades
Municipalities NL	Aug-13-25	Tomorrow's Towns Food Security
Municipalities NL	Aug-15-25	Removal of Boil Water Advisory
GBDC	Aug-26-25	Seeking Board Members
Workplace NL	Aug-28-25	Webinars and Workshops
Seniors NL	Aug-20-25	Seniors NL Conference
Ed Oldford	Sep-3-25	"Havin' a Racket on Da Bog" Request
Violence Prevention Gander	Sep-4-25	Community Trail Signage Proposal
Gov. Canada	Sep-4-25	Accepting Project Proposals for ISO 50001
Robert Gullon	Sep-4-25	Resignation
Cal LeGrow Insurance	Sep-4-25	User Groups Liability Policy

Item: Tomorrow's Tour - Concert Series

The Tomorrow Tour, an initiative offered through Tomorrow's Towns Program, is getting ready to be launched in October with a concert series that will travel to communities across the province. Each month will feature a different artist, and communities will be asked to provide the venue and one night of accommodation for the artist. Town Clerk Lorne Greene and Economic Development Officer Amy Tiller are scheduled to meet with Tomorrow's Towns Program Coordinator Rudy Norman on September 17th, 2025, to discuss this event.

Item: Lift Station Upgrades – Scope Change

The scope change request for Lift Station Projects 17-GI-24-00004 and 17-GI-24-00093 have been approved with a new budget of \$355,107.24 for each lift station.

Item: Tomorrow's Towns – Food Security Opportunity

Through Tomorrow's Town, there is work being completed with the Food Producers Forum to highlight funding that is available to build earth-sheltered greenhouses. These greenhouses combine the tradition of a root cellar with modern design, using the earth for insulation and solar energy for heat resulting in fresh, healthy food grown locally all year. There is no interest in this program.

Item: Removal of Boil Water Advisory

The Department of Government Modernization and Service Delivery recommended the removal of the Boil Water Advisory in correspondence dated August 15th, 2025.

Item: Gander Area Community Development Corporation

The Gander Area Community Development Corporation is seeking community and business-minded people to serve on their Board of Directors. As a volunteer director, an individual would be a part of a team that directly impacts the community by supporting business development and rural job creation. There is no interest currently.

Item: Workplace NL Workshops

Workplace NL is hosting a series of free webinars and workshops this September. More information is available at workplaceln.ca.

Item: Seniors NL Conference

Seniors NL is hosting a conference titled “Aging Vibrantly: Empowerment Through Prevention and Connection” on September 26th, 2025, in St. John’s and have extended an invitation. There is no interest currently.

Item: “Havin’ a Racket On Da Bog 2026” Information and Request

There was correspondence received regarding plans for “Havin a Racket On Da Bog”, a family reunion planned for September 2026, in Gambo. Some of the planned events may require use of the Village Green. The rental of the Village Green was discussed in relation to the festival tent. It was noted that the tent would not be on the Village Green at that time so; therefore, the adult dance would not be able to proceed. It was discussed to forward the Village Green Rental Policy to the organizer and advise that a list of planned events would be reviewed once the agenda has been finalized.

Item: Violence Prevention Gander - Signage Request

There was correspondence received on behalf of the Violence Prevention and Area, in partnership with the Gander Women’s Centre requesting permission to place temporary signage on Gambo’s walking trail during Sexual Violence Awareness Week (September 15th - 19th, 2025). It was noted that permission would be granted to place the temporary signage.

Item: Natural Resources Canada - Financial Assistance for ISO 50001

Natural Resources Canada’s Financial Assistance for ISO 50001 in commercial and institutional buildings is accepting project proposals from organizations looking to improve the energy efficiency in their buildings and reduce their costs. Applications are being accepted until October 31st, 2025. It was decided to pass on this application.

Item: Administrative Clerk Robert Gullon - Resignation

Administrative Clerk Robert Gullon tendered his resignation effective September 12th, 2025.

Resolution: 2025-09-08-221 (M. Paul & T. Burry) Be it resolved to accept Administrative Clerk Robert Gullon’s resignation effective September 12th, 2025.

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

Councillors T. Burry, M. Paul

Opposed: 0
Conflict of Interest: 0
Resolution Carried

Item: Cal LeGrow – User Groups Liability Policy

There was correspondence received from our insurers relating to the rental of town facilities. It was noted that the Town's policy only covers town operations and does not provide liability protection for people or groups using town facilities. Anyone renting a town facility would need to have their own liability coverage in place to be protected against a claim/legal action being brought against them if they caused, or alleged to have caused, bodily injury or property damage to others arising from their activities. It is recommended that anyone using town facilities be required to provide the Town with a Certificate of Liability Insurance with a limit of coverage not less than \$2,000,000 with the Town added as an additional insured. Our insurers offer a User Group Liability Program with a minimum retained policy premium of \$2,500. It was discussed that it would not be financially feasible to purchase this policy based on the small number of facility rentals each year.

Resolution: 2025-09-08-222 (M. Paul & L. Moss) Be it resolved to discontinue renting town facilities for events due to insurance requirements.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss
Councillors T. Burry, M. Paul

Opposed: 0
Conflict of Interest: 0
Resolution Carried

Finance:

Item: Kids Eat Smart Foundation - Radiothon

The Kids Eat Smart Foundation will be hosting a Radiothon on November 5th, 2025, to support a specific Kids Eat Smart Club. It was noted that the Town donates to Smallwood Academy's Breakfast Program.

Item: Ronald McDonald House Charities

Ronald McDonald House Charities Newfoundland and Labrador are a critical resource for thousands of families with a sick or injured child. John and Lucy Glennon are supporting RMHC NL by bringing awareness and raising funds to support their mission.

Resolution: 2028-09-08-223 (T. Burry & L. Moss) Be it resolved to approve a donation to Ronald McDonald House Charities in the amount of \$200.00.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss
Councillors T. Burry, M. Paul

Opposed: 0
Conflict of Interest: 0
Resolution Carried

Item: Bank Reconciliation - July 2025

Resolution: 2025-09-08-224 (L. Moss & M. Paul) Be it resolved to approve the July 2025 Bank Reconciliation in the amount of \$235,128.97.

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

Councillors T. Burry, M. Paul

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Item: Approval to Enter into Contract - Consultant Services

Resolution: 2025-09-08-225 (L. Moss & M. Paul) Be it resolved to sign the Standard Form of Agreement between Client and Prime Consultant with CECON Ltd. in the amount of \$31,234.00 (HST included) with Project No. JSS25-M000003 for consultant services for various road rehabilitations under the funding program NL-DFAP.

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

Councillors T. Burry, M. Paul

Opposed: 0

Conflict of Interest: 0

Resolution Carried

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

Resolution: 2025-09-08-226 (M. Paul & T. Burry) Be it resolved to approve the Vendor-Aged Trial Balance in the amount of \$283.03 for Goulding's Wholesale Ltd.

In Favor: Deputy Mayor L. Moss

Councillors T. Burry, M. Paul

Opposed: 0

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

Resolution Carried

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

Resolution: 2025-09-08-227 (M. Paul & T. Burry) Be it resolved to approve the Vendor-Aged Trial Balance in the amount of \$1,957.80 for J.I. Pritchett & Sons Ltd.

In Favor: Mayor D. Dyke

Councillors T. Burry, M. Paul

Opposed: 0

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

Resolution Carried

Item: Remaining Vendor-Aged Trial Balance

Resolution: 2025-09-08-228 (M. Paul & T. Burry) Be it resolved to approve the remaining Vendor-Aged Trial Balance in the amount of \$31,135.58.

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

Councillors T. Burry, M. Paul

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Item: Accounts Payable Cheque Register - Travel Claim and Smallwood Days Supplies – Events Coordinator

Resolution: 2025-09-08-229 (L. Moss & T. Burry) Be it resolved to approve the Accounts Payable Cheque Register for Melissa Paul for Smallwood Days supplies in the amount of \$80.77 with cheque number 0000028589 and a travel claim in the amount of \$258.91 with cheque number 0000028652.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss
Councillors T. Burry

Opposed: 0

Conflict of Interest: Councillor M. Paul - Spouse of Melissa Paul

Resolution Carried

Item: Accounts Payable Cheque Register - Goulding's Wholesale Ltd, Safety Source Fire, Gambo Fire Dept.

Resolution: 2025-09-08-230 (M. Paul & T. Burry) Be it resolved to approve the Accounts Payable Cheque Register for Goulding's Wholesale Ltd. in the amount of \$531.44 with cheque number 0000028614, Safety Source Fire in the amount of \$1,633.81 with cheque number 0000028624, and the Gambo Fire Department in the amount of \$255.02 with cheque number 0000028591.

In Favor: Deputy Mayor L. Moss
Councillors, T. Burry, M. Paul

Opposed: 0

Conflict of Interest: Mayor Darren Dyke - Member of Gambo Fire Department and Employee of Goulding's Wholesale Ltd.

Resolution Carried

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

Resolution: 2025-09-08-231 (M. Paul & T. Burry) Be it resolved to approve the Accounts Payable Cheque Register for J.I. Pritchett & Sons Ltd. in the amount of \$8,388.56 with cheque number 0000028616.

In Favor: Mayor D. Dyke
Councillors, T. Burry, M. Paul

Opposed: 0

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

Resolution Carried

Item: Remaining Accounts Payable Cheque Register

Resolution: 2025-09-08-232 (M. Paul & T. Burry) Be it resolved to approve the remaining Accounts Payable Cheque Register in the amount of \$129,194.28.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss
Councillors, T. Burry, M. Paul

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Public Works:

- No Report.

Human Resources:

- No Report.

Occupational Health & Safety

- No Report.
- A meeting is scheduled for September 11th, 2025.

Emergency Planning:

- No Report.
- There will be a meeting scheduled next week to complete the update of the Emergency Preparedness Plan.

Regulations:

- No Report.

Age-Friendly:

- No Report.

Recreation:

- A Back to School Bash is scheduled for September 10th, 2025, at the Fun-N-Sun.
- The Fireworks will be set off at the annual tree lighting ceremony in December.
- A Smallwood Days Festival Meeting is tentatively scheduled for the last Wednesday in September after the financial report has been completed.

Gambo Fire Department:

- A Moose Burger sale is being planned for the fall. The Department is still awaiting information about this year's moose license.
- The computer on the transmission of the fire truck has been replaced.
- Three Members have resigned with three new members ready to begin.
- Councillor Burry discussed the Fire Smart Program indicating that spring would be a good time to participate in the program.
- Five Members from the Department attended the Kingston Fire. A letter of thanks from the Premier and Minister Haggie was received. There were thirty-five departments involved in fighting the fire. There was an email received requesting a list of damaged equipment from the firefighting efforts and a claim has been submitted for damaged hoses and boots. Further, six sets of Wild Land Coveralls were donated to the Department.

SEDCOR:

- Council thanked Councillor Burry for his service on SEDCOR.
- Councillor Burry expressed his satisfaction that, although most members of the SEDCOR Board are not originally from Gambo, they have shown great enthusiasm in adopting the community as their new home and have willingly volunteered their time to support its growth.

- He noted that a Board Meeting is scheduled for this week.

Gambo Public Library:

- No Report.

Sensory Trail:

- No Report.
- It was noted that there is a broken board on Middle Brook Trail.

Town Clerk's Report:

- The closing date for the sale of the Smallwood Interpretation Centre has been moved to October 1st, 2025.
- We had sewer issues at 25 Holland's Road, and I have the matter assigned to our insurers.
- John and Lucy Glennon were here on August 18th, 2025, for a reception. They were biking the Trailway raising monies for the Ronald McDonald House Charities.
- Municipal Approval was granted for five Fire Department Members to aid in the firefighting efforts with the fire in Kingston. A big thank you to the Fire Department.
- John Baird, Municipal Planner and I met with a developer regarding an upcoming development.
- I had a meeting with a resident regarding the enforcing of dogs on leashes on the Middle Brook Trail. He wants to know if it will be enforced or not.
- There was a lightning incident at the Smallwood Interpretation Centre. The garage sustained damage. I am currently working with Newfoundland Power on this matter, and they will be repairing the property damage. A contractor will be assessing the damage today.
- We have recently received funding under the Community Enhancement Program. I have advertised three times and have not received any applications.
- We held a meeting with the current operators of the David Smallwood Park on August 19th, 2025.
- We held a meeting with a resident regarding a business application. I have received confirmation from the Municipal Assessment Agency that it is possible to combine both parcels of land as requested.
- I have spoken with Lori Mercer, Auditor, and she will be here on September 17th, 2025, to meet with Council to discuss the 2024 Financial Statements.
- I have contacted Newco Metals regarding the metal pickup and have been advised that the equipment will be on-site within five to six weeks for collection.
- In the Budget for 2025, I had included the painting of the foyer of the Town Office. Our Utility Staff have told me that the office will need to be closed for a couple of days as they have to use scaffolding. I will need permission for this.
- The repairs to the Gambo Community Youth Centre have begun and I have been advised by the contractor that the repairs will not be completed until sometime in November.
- The Limited Call for the Consultant Fee Request for the Street improvements Project for Smith's Road has been issued with a deadline for proposals for today, September 8th, 2025. I have been advised that we can utilize Gas Tax Funds for Council's portion of this project.

- The Water Intake Extension Project has an issue with the intake extension. The contractor has provided an estimate in the amount of \$81,305.00 and there are insufficient monies remaining in the project to cover this.
- The re-assessment report for the patio for the Smallwood Interpretation Centre has not been completed yet. The Department is awaiting the scope of work that is required to ensure compliance with the DFA Program before proceeding.
- The Prime Consultant Agreement was signed on August 28th, 2025, with Cecon Ltd. for the road repair under the DFA program and they have until September 18th, 2025, to have the assessment report submitted to the Department for review
- The three lift stations in the first project are up and running with a few items left to complete. The commissioning of all three stations will take place on Thursday, September 11th, 2025.
- It has been confirmed in MSIS that the Lane's Road Street Upgrades Project has been rejected.
- The next Regular Meeting will be on September 29th, 2025.

Mayor's Report:

- Mayor Dyke thanked Lorne and the staff for all their support during his tenure and wished good luck to those running in the upcoming General Election.

Resolution: 2025-09-08-233 (T. Burry & M. Paul) Be it resolved to move to a Closed Meeting at 8:08pm.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss
Councillors, T. Burry, M. Paul

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Resolution: 2025-09-08-234 (M. Paul & T. Burry) Be it resolved to return to a Regular Meeting at 9:41pm.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss
Councillors, T. Burry, M. Paul

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Resolution: 2025-09-08-235 (M. Paul & T. Burry) Be it resolved to make the Receptionist position permanent, full-time as of September 8th, 2025.

In Favor: Mayor D. Dyke, Deputy Mayor L. Moss
Councillors, T. Burry, M. Paul

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Item: Request for Training - Town Clerk

Resolution: 2025-09-08-236 (L. Moss & M. Paul) Be it resolved to approve Town Clerk Lorne Greene's request for training in the amount of \$516.26 for the PMA Fall Forum.

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

Councillors, T. Burry, M. Paul

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Item: Account Adjustment

Resolution: 2025-09-08-237 (L. Moss & M. Paul) Be it resolved to approve an account adjustment for Jed's Fine Foods in the amount of \$780.20.

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

Councillors, T. Burry, M. Paul

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Resolution: 2025-09-08-238 (M. Paul & T. Burry) Be it resolved to adjourn the meeting at 9:43pm.

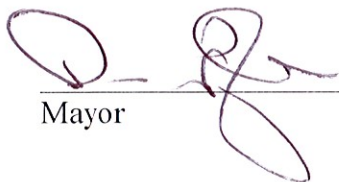
In Favor: Mayor D. Dyke, Deputy Mayor L. Moss

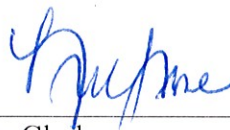
Councillors, T. Burry, M. Paul

Opposed: 0

Conflict of Interest: 0

Resolution Carried



Mayor

Town Clerk