

The Town of Gambo

A Regular Meeting of the Town Council of the Town of Gambo was held on September 29th, 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 29th, 2025, at the Gambo Town Hall, Gambo, NL.

Members in Attendance:

Mayor Darren Dyke
Deputy Mayor Lori Moss
Councillor Thomas Burry
Councillor Micheal Paul
Councillor Dustin Hunt
Town Clerk Lorne Greene

Members Absent:

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

Additions to the Agenda:

- 2025 Smallwood Days Festival Report

Resolution: 2025-09-29-239 (M. Paul & D. Hunt) Be it resolved to adopt the agenda of the Regular Meeting of Council of September 29th, 2025, as presented with the above-noted addition.

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

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Resolution: 2025-09-29-240 (L. Moss & T. Burry) Be it resolved to adopt the minutes of the Regular Meeting of Council of September 8th, 2025, as presented.

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

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Business Arising from the Minutes:

Deputy Mayor Moss requested an update on the shed at the Smallwood Interpretation Centre. It was noted that the repairs would be completed by Newfoundland Power and that Lorne, Town Clerk was working with the purchaser on the color.

New Business:

Councilor Paul thanked everyone including the businesses that were involved in the 2025 Smallwood Days Festival. He noted that the decision was made to have the festival again this year. He indicated that the committee came together and that the festival went off well. It was noted that revenues for the festival amounted to \$17,735.00 generated through donations from

businesses and bar sales. The expenses for the weekend were noted in the amount of \$18,428.57, thus, resulting in the committee having to utilize under \$700.00 from the allocated budget from council. A discussion was held on the request from the committee to purchase four coffee carafes, a cotton candy machine and a hot water urn. Councilor Paul further indicated that the portable gazebo's needs to be replaced as well.

Council thanked Councillor Paul along with the Festival Coordinator, Melissa Paul for organizing the weekend.

Resolution: 2025-09-29-241 (M. Paul & T. Burry) Be it resolved to purchase four coffee carafes, a cotton candy machine and a hot water urn from the 2025 Smallwood Days Budget.

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

Councillors T. Burry, M. Paul, D. Hunt

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Correspondence (Information)

Received From	Received On	Details
Municipalities NL	Sept-10-25	infoNOTE Sept. 10
Municipalities NL	Sept-12-25	Correction – MEF-04 Form
Department of Transportation and Infrastructure	Sept-12-25	Reminder – Deadline for Open Call for Applications
Municipalities NL	Sept-15-25	Municipal concerns must be provincial priorities
Municipalities NL	Sept-17-25	infoNote Sept. 17
Stewardship of Municipalities	Sept-18-25	SAM Newsletter
Municipal Assessment Agency	Sept-22-25	Update - Municipal Assessment Agency
Municipalities NL	Sept-23-25	2025 AGM Resolutions and Board Nominations Deadlines Corrections
Municipalities NL	Sept-24-25	infoNOTE Sept. 24
Municipalities NL	Sept-25-25	MNL Conference Agenda

Correspondence (Action):

Received From	Received On	Details
Gov. NL	Aug-08-25	Dept. Transportation and Infrastructure - Call for Applications
Gov. NL	Aug-25-25	CCBF Guidelines
Gov. NL	Sept-04-25	Fall 2025 Operator Schedule
Gov. NL	Sept-04-25	ESA Notice Letter
Gov. NL	Sept-05-25	Mental Health & Wellness Training
Gov. NL	Sept-08-25	Rejected Application
NL Housing & Homelessness	Sept-10-25	Conference Invitation
Municipalities NL	Sept-11-25	Nominations for MNL Board

Department of Municipal Affairs and Community Engagement	Sept-12-25	Amendment: Municipal conduct under the Municipal Conduct Act
Central Newfoundland Waste Management	Sept-15-25	Nominations for Central Regional Service Board
Stewardship Association Municipalities	Sept-16-25	SAM Fall Regional Meeting
MMSB	Sept-17-25	Call for Submissions: Champions for a Greener Future
Municipalities NL	Sept-17-2025	2025 AGM First Call for Resolutions
WorkplaceNL	Sept-16-2025	Delinquent Occupational Health and Safety (OHS) Committee Status
Municipalities Newfoundland and Labrador	Sept-19-25	Small Towns Virtual Roundtable
Employment and Social Development Canada	Sept-22-25	National Seniors Day - October 1st
Dover & Area Community Family Coalition	Sept-24-25	Permission – David Smallwood Park
Letter from CUPW	Sept-24-25	Canada Post Mandate Review
TC Pageant	Sept-26-25	Festival, Events and Parades

Item: Department of Transportation and Infrastructure - Municipal Infrastructure

The Department of Transportation and Infrastructure - Municipal Infrastructure is inviting eligible funding recipients to submit applications for the 2026-2027 infrastructure funding programs. The Call for Applications opened on August 11th and will close on October 6th, 2025.

Item: Canada Community Building Fund (CCBF)

There was correspondence received with an updated application and guidelines for the Canada Community Building Fund (CCBF). As a part of the commitment to improving infrastructure tracking and planning, a new reporting requirement has been introduced. Infrastructure projects funded through the CCBF must now include geolocation data, specifically single point location coordinates for physical assets such as buildings, roads and utilities.

Item: Fall 2025 Operator Education Seminars

The Fall 2025 course schedule for the Operator Education, Training & Certification Program has been received. Operators, municipal staff, municipal officials, and other interested water professionals are welcome to attend. It was noted to discuss this information with Doug, Town Foreman.

Item: ESA Notice Letter - Government Modernization and Service Delivery

This correspondence was sent to Newfoundland Power Inc. and copied to the Town of Gambo informing us of the requirement to complete an Environmental Site Assessment for the impacted site located at the Smallwood Interpretation Centre.

Item: Eligibility of Mental Health and Wellness Training

A circular was received from the Department of Municipal Affairs and Community Engagement advising that costs associated with mental health and wellness training are eligible for reimbursement under the Municipal Training Fund. This change reflects a continued commitment to supporting the overall well-being of municipal staff and elected officials across Newfoundland and Labrador.

Item: MCW Application - Street Upgrades - Lanes Road

There was correspondence tabled indicating that the application submitted under the Municipal Capital Works Program for street upgrades to Lanes Road did not receive funding approval.

Item: NL Housing and Homelessness Network - Conference Invitation

There was an invitation received for municipal council and staff to attend the Provincial Conference from October 7th - 9th, 2025 at the Quality Hotel and Suites in Gander, NL. This conference offers participants a comprehensive look at innovative strategies, tools, and support to address housing and homelessness.

Item: Municipalities NL - Nominations for MNL Board

The nomination period for the 2025 board nominations has opened and will close on October 22nd, 2025. Nominations will be accepted for the positions of President, Vice-President, Urban Municipalities Director and Small Towns Director.

Item: Municipal Conduct Regulations

An amendment was made to the Municipal Conduct Regulations (Regulations) under the Municipal Conduct Act (the Act) regarding a change to Section 8.(2)(b). The amendment increases the time-period for completion of mandatory orientation training for councillors from sixty days to six months, while retaining the sixty-day time-period for chief administrative officers. It was asked if returning Councillors would have to redo this training.

Item: Nominations for Central Regional Service Board

Central Newfoundland Waste Management is advising of an upcoming opportunity to nominate a representative for the Central Regional Service Board. Following the Municipal Election, each municipality and local service District will have the chance to nominate one individual to serve on the board. An information package will be sent in the next few weeks with further details.

Item: SAM Fall Regional Meeting

An invitation was received to attend the Stewardship Association of Municipalities Inc 2025 Fall Regional Meetings. The Fall Regional Meetings are opportunities for representatives from member municipalities, invited guests, and partner organizations to share conservation and stewardship success stories and challenges. The meeting for the Central Region is scheduled for Friday, November 7th, 2025, at the Town of Centreville-Wareham-Trinity. It was noted to discuss this correspondence with the new Council.

Item: Call for Submissions - Champions for a Greener Future

As a part of the Champions for a Greener Future series, MMSB wants to highlight how communities are thinking green with any project focused on sustainable waste management. There

is a form to be completed, and the project may be featured across MMSB's social media and website.

Item: 2025 AGM First Call for Resolutions

The MNL Advocacy Committee is accepting resolutions from municipal councils for the 2025 Annual General Meeting to be held at the MNL 2025 Conference in Corner Brook from November 20th, 2025, to November 22nd, 2025.

Item: WorkplaceNL - Prevention Services Department

WorkplaceNL monitors the status of Occupational Health and Safety Committees to ensure compliance with legislative requirements. In correspondence, it was indicated that the OHS Committee - Site 12 - has not held a meeting or submitted meeting minutes to WorkplaceNL in the last sixty days.

Item: Municipalities Newfoundland and Labrador - Small Towns Virtual Roundtable

An invitation was received to join municipal colleagues across the province on October 22nd, 2025, for a virtual roundtable discussion to share municipal successes and concerns.

Item: National Seniors Day - October 1st, 2025

Every year, on October 1st, Canada celebrates National Seniors Day, an occasion to recognize and celebrate older adults. Canadian seniors enrich and contribute to our families, workplaces and communities in countless ways, sharing their knowledge, experience and memories to ground and inspire us every day. It was noted that an ad should be placed on the Facebook page acknowledging National Senior's Day.

Item: Family Resource Center

The Family Resource Centre is requesting permission to have a fire at the David Smallwood Park with the Family Resource Center families on November 3rd, 2025. Further, they are requesting the use of two firepits. It was decided that permission would be granted and that there wouldn't be any firepits available. Councillor Paul indicated that he could provide a couple of firepits if required.

Item: Canada Post Mandate Review

There was correspondence received indicating that the Federal Government is planning a mandate review of Canada Post from October 2025 to March 2026. CUPW is requesting that the municipality pass a resolution asking for a delay in this mandate review, to ask the Government to commit to a fully transparent, public process involving input and hearings from all stakeholders in all regions and make a written and/or oral submission to the upcoming mandate review if there is capacity.

WHEREAS the Federal Government has announced a planned Canada Post Corporation Review from October 1, 2025, to March 31, 2026, as follows:

Notionally, public consultations may be undertaken to consider the Canadian Postal Service Charter (2009) and to get a pulse on Canadians' needs and use of the postal service. Should engagement be necessary, the goal would be obtaining [sic] views from Canadians and stakeholders to redefine the government's service-oriented vision for Canada Post, in a context where the postal industry landscape has changed, the needs of Canadians have evolved, and the

volume of mail and letters has declined significantly to the point where Canada Post's sustainability has been undermined.

WHEREAS the current plan does not ensure that there will be any public consultation or engagement with all stakeholders, and the process and terms of reference for the mandate review have yet to be announced.

WHEREAS the recent Industrial Inquiry Commission report recommended service cuts in the form of post office closures and the reintroduction of the community mailbox conversion plans of the last Federal Conservative government.

WHEREAS it will be crucial for the mandate review to hear the views from municipalities on key issues, including maintaining Canada Post as a public service, the importance of maintaining the moratorium on post office closures, improving the Canadian Postal Service Charter, home mail delivery, parcel delivery, keeping daily delivery, improving postal banking, greening Canada Post, EV charging stations, food delivery, improving delivery to rural, remote and Indigenous communities, and developing services to assist people with disabilities and help older Canadians to remain in their homes for as long as possible – and at the same time, helping to ensure that good jobs stay in their communities and that Canada Post can remain financially self-sustaining.

THEREFORE, BE IT RESOLVED that the Town of Gambo formally write the Minister of Government Transformation, Public Works and Procurement, Joël Lightbound, to demand that no mandate review takes place until Canada Post returns to stabilized operations, until the full impact of the stamp price increase is realized, and until parcel volumes reflect sectoral demand.

THEREFORE, BE IT RESOLVED that the Town of Gambo will include in its letter to Minister Lightbound that any review of Canada Post and the Canadian Postal Service Charter must be done through a full and thorough transparent public review of Canada Post, including public hearings, with all key stakeholders, in every region of Canada.

THEREFORE, BE IT RESOLVED that the Town of Gambo will make a written submission and/or participate in hearings to provide input in the upcoming mandate review of Canada Post.

Resolution: 2025-09-29-242 (T. Burry & D. Hunt) Be it resolved to submit the above resolution to the Canadian Union of Postal Workers.

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

Item: Festival, Events and parades in your community

There was correspondence received regarding the crowning of the 8th Junior Miss Newfoundland and Labrador and an invitation to have Junior Miss NL attend any upcoming events in town.

Finance:

Item: Water Intake Extension Project - Change Order

A change order in the amount of \$4,150.00 plus HST for environmental fees was received for the Water Intake Extension Project 17-GI-22-00053.

Resolution: 2025-09-29-243 (L. Moss & M. Paul) Be it resolved to approve the Change Order in the amount of \$4,772.50 (HST Included) for environmental fees for the Water Intake Extension Project #17-GI-22-00053.

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

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Item: Claim - Town Clerk

A claim in the amount of \$912.00 for the Town Clerk was submitted for quarterly travel, business insurance and Returning Officer for Nomination Day.

Resolution: 2028-09-29-244 (L. Moss & M. Paul) Be it resolved to approve the claim for the Town Clerk in the amount of \$912.00.

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

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Item: Employee Payout

Resolution: 2025-09-29-245 (L. Moss & M. Paul) Be it resolved to pay the Administrative Assistant, due to resignation, accrued vacation leave in the amount of \$4,920.48.

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

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Item: Vendor-Aged Trial Balance - Thomas Coffey Technical Services

Resolution: 2025-09-29-246 (M. Paul & D. Hunt) Be it resolved to approve the Vendor-Aged Trial Balance in the amount of \$2,065.39 for Thomas Coffey Technical Services.

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

Opposed: 0

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

Resolution Carried

Item: Remaining Vendor-Aged Trial Balance

Resolution: 2025-09-29-247 (M. Paul & L. Moss) Be it resolved to approve the remaining Vendor-Aged Trial Balance in the amount of \$12,781.30.

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

Opposed: 0

Conflict of Interest: 0

Resolution Carried

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

Resolution: 2025-09-29-248 (M. Paul & D. Hunt) Be it resolved to approve the Accounts Payable Cheque Register for Goulding's Wholesale Ltd. in the amount of \$283.03 with cheque number 0000028687 and the Gambo Fire Department in the amount of \$3,700.00 with cheque number 0000028704.

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

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: 2025-09-29-249 (M. Paul & T. Burry) Be it resolved to approve the Accounts Payable Cheque Register for J.I. Pritchett & Sons Ltd. in the amount of \$1,957.80 with cheque number 0000028688.

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

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: 2025-09-29-250 (M. Paul & D. Hunt) Be it resolved to approve the remaining Accounts Payable Cheque Register in the amount of \$76,728.14.

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

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Public Works:

Item: 2025-2026 Site Specific Health & Safety Plan

Resolution: 2025-09-29-251 (T. Burry & D. Hunt) Be it resolved to approve the 2025-2026 Site Specific Health and Safety Plan for the pickup of ice control materials from the Department of Transportation and Infrastructure Depot.

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

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Item: Development Application - 9 Centennial Road

An application for residential development was tabled for discussion. The proposed development is scheduled to begin construction in the spring of 2026. The applicant is requesting a permit to complete the required groundwork in the fall of 2025.

Resolution: 2025-09-29-252 (T. Burry & M. Paul) Be it resolved to approve the application for the groundwork for a residential development at 9 Centennial Road.

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

Opposed: 0

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

Item: Call for Applications - Municipal Capital Works Provincial Funding Program

The Municipal Infrastructure Division has issued a call for applications for its 2026-2027 infrastructure funding programs. A discussion was held on the application that would be submitted by the deadline of October 6th, 2025.

Resolution: 2025-09-29-253 (T. Burry & M. Paul) Be it resolved to apply under the 2026-2027 Infrastructure Funding Program Open Call for Applications to retrofit Lift Station #14 at 550 J.R. Smallwood Blvd. in the amount of \$425,000.00

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

Opposed: 0

Conflict of Interest: 0

Resolution Carried

- It was noted that the plow truck is currently in Gander for repairs.
- The asphalt repairs on J.R. Smallwood Blvd. need to be completed before the winter.
- The water issue on Cabot Road needs to be addressed during the fall.

Human Resources:

- No Report.

Occupational Health & Safety

- No Report.

Emergency Planning:

- No Report.
- The Supplement "A" of the Emergency Preparedness Plan has been updated.
- The Emergency Preparedness Plan has been updated as of today and sent to the Mayor and Town Clerk.

Regulations:

- No Report.

Age-Friendly:

- No Report.

Recreation:

- The first meeting for the fall was held on Wednesday, September 24th.
- The Summer Recreation Program went well. Thank you to all involved.
- The Soccer Program had a low turnout this year.
- The Kids Day held during the Smallwood Days Festival went excellent. There was a lot of praise for the volunteers.
- Two bus tours for the seniors took place this summer with one to Bonavista and another to Twillingate.
- The Back to School Bash went well.

- The events that have been planned for October are as follows: Camp Hancock trip, Witches Brew, Haunted Trail at the Sensory Trail, Costume Party at Smallwood Academy and a Pumpkin Walk on November 2nd.
- The Gambo Grizzlies went well. Thank you to Stephen Paul
- The light pole and tree need to be removed on the sliding hill near Smallwood Academy.
- The cell service at the Fun-N-Sun Playground is poor. It was suggested to check the pricing on a landline and internet or internet with open wi-fi.
- The committee is very appreciative of the groundwork completed by our staff at the Track and Field facility.
- The next meeting is scheduled for November.
- Councillor Paul extended a huge thank you to our Recreation Committee who go above and beyond for the youth and seniors. Hats off to the Committee!

Gambo Fire Department:

- The Department has two new members.
- The Fire Fighter's Banquet is scheduled for October 18th, 2025.

SEDCOR:

- No Report.

Gambo Public Library:

- No Report.
- There is a meeting scheduled for next week.

Sensory Trail:

- No Report.

Town Clerk's Report:

- I have spoken with John Baird; Municipal Planner and he is advising that the redevelopment of the Municipal Plan will begin shortly.
- Nomination Day for the 2025 Municipal Election was held on Wednesday, September 10th, 2025, with five candidates acclaimed at the close of nominations.
- We have recently received two applications under the Community Enhancement Program. I have scheduled the project to commence on October 6th, 2025.
- The seasonal staff have finished on September 26th, 2025, for the season.
- Amy and I met with Rudy Norman of MNL regarding the Tomorrow's Tour. I have sent you an email regarding this initiative. There will be nine concerts over a six-month period with an audience of fifty people. This could be a partnership with a service organization.
- I am in the process of submitting a claim to our insurers from the Recreation Policy.
- Both Generator Projects are with the Department of Transportation and Infrastructure for review and approval to proceed to tender.
- The three lift stations at Marine Drive, Pine Tree Road and Ward's Lane have been commissioned.
- The Department of Water Resources will be issuing an amendment to the lift station project application for the next three lift stations as there is a reduction in the scope of work. There

is no further review required, and approval has been granted to move forward with the work.

- The Age-Friendly Coordinator has resigned.
- The next Regular Meeting will be on October 20th, 2025.

Mayor's Report:

- Mayor Dyke thanked the staff including the Public Works employees. He wished the best of luck to the new Council.
- Council Paul extended thanks to everyone with huge thanks to the staff including the Public Works staff. He indicated that the only reason as to why he didn't seek re-election was the time and commitment that is required and that it takes him away from his family.

Resolution: 2025-09-29-254 (T. Burry & D. Hunt) Be it resolved to move to a Closed Meeting at 7:31pm.

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

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Resolution: 2025-09-29-255 (M. Paul & D. Hunt) Be it resolved to return to a Regular Meeting at 7:52pm.

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

Opposed: 0

Conflict of Interest: 0

Resolution Carried

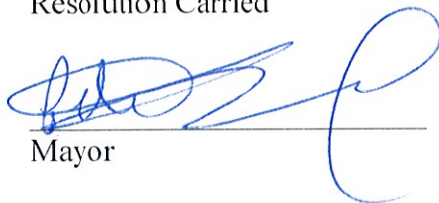
Resolution: 2025-09-29-256 (M. Paul & D. Hunt) Be it resolved to adjourn the meeting at 7:52pm.

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

Opposed: 0

Conflict of Interest: 0

Resolution Carried


Mayor
Town Clerk