

The Town of Gambo

A Regular Meeting of the Town Council of the Town of Gambo was held on October 21st, 2025, at the Gambo Town Hall, Gambo, NL.

Minutes of the Regular Meeting of the Town Council of the Town of Gambo held on October 21st, 2025, at the Gambo Town Hall, Gambo, NL.

Members in Attendance:

Mayor Peter Lush
Deputy Mayor Lori Moss
Councillor Morgan Cooze
Councillor Charlene Kean
Councillor Minnie Osmond
Town Clerk Lorne Greene

Mayor Lush called the meeting to order at 6:58pm.

Mayor Lush asked if there were any additions to the agenda.

Resolution: 2025-10-21-270 (L. Moss & M. Osmond) Be it resolved to adopt the agenda of the Regular Meeting of Council of October 21st, 2025, as presented.

In Favor: Mayor P. Lush, Deputy Mayor L. Moss
Councillors M. Cooze, C. Kean, M. Osmond

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Resolution: 2025-10-21-271 (M. Cooze & C. Kean) Be it resolved to adopt the minutes of the Regular Meeting of Council of October 14th, 2025, as presented.

In Favor: Mayor P. Lush, Deputy Mayor L. Moss
Councillors M. Cooze, C. Kean, M. Osmond

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Business Arising from the Minutes:

There was no business arising from the minutes.

Council Meeting Correspondence (Information)

Received From	Received On	Details
Municipalities NL	October 1-25	infoNote Oct. 1
Municipalities NL	October 8-25	infoNote Oct. 8
Municipalities NL	October 9-25	MNL Resolutions: everything you need to know

Gov't of NL	October 14-25	Seasonal Asphalt Reminder 2025
Municipalities NL	October 15-25	infoNote Oct. 15
Municipalities NL	October 15-25	MNL Congratulates Incoming Government
Municipalities NL	October 20-25	Register today for the 2025 MNL Conference, Trade Show, and AGM

Council Meeting Correspondence (Action Required)

Received From	Received On	Details
WorkplaceNL	September 29-25	WorkplaceNL October 2025 Webinars and Workshops
Central Regional Service Board	September 30-25	CRSB Waste Management Fee Adjustment – Effective January 1, 2026
Charlie Beckett	September 30-25	Property at 11 O'Reilly Street
Gov't of NL	October 1-25	Boil Water Advisory - Town of Gambo
Municipalities NL	October 3-25	Congratulations
SEDCOR	October 3-25	SEDCOR Report for Council
Workplace NL	October-6-25	Delinquent Occupational Health and Safety (OHS) Committee Status
Trio Life-Health-Pension	October 6-25	Correction re “Call for Nominations for Employer representative on NLMEB Board”
The Stewardship Association of Municipalities Inc.	October 7-25	Designate/nominate a SAM representative
Municipalities NL	October 7-25	Welcome to council! Stay Connected with MNL
Department of Municipal Affairs and Community Engagement	October 7-25	Municipal General Election 2025 First Meeting and Election of Mayor and Deputy Mayor
Trio Life-Health-Pension	October 8-25	Notice of TRIO Fall Caucus Meeting
Municipalities NL	October 8-25	Provincial Party responses to municipal issues
Municipal Assessment Agency	October 8-25	MAA Board Elections and Call for Nominations
Municipalities NL	October 10-25	Call for MNL Board of Directors Nominations
Central Newfoundland Waste Management	October 14-25	Re: Call for Nominations for CRSB
Municipal Assessment Agency	October 14-25	A Message from Don Hearn, Executive Director/Chief Executive Officer, Municipal Assessment Agency
Municipalities NL	October 15-25	MNL Resolutions deadline - Oct. 22
Municipalities NL	October 15-25	Deadline - Oct. 22 for MNL Board of Directors Nominations

Associations for New Canadians	October 15-25	Central Ideas 2025 - November 14, 2025
Gov't of NL	October 16-25	Budget 2026 Training - Voluntary Training
Municipal Assessment Agency	October 16-25	Call for Nominations - Deadline Reminder
The Stewardship Association of Municipalities Inc.	October 17-25	Reminder about upcoming SAM Fall Regional Meeting
Gov't of NL	October-21-25	17-MCW-25-00026 - Backup Generator for Chlorine House
Gov't of NL	October-22-25	17-MCW-25-00027 - Generator for Emergency Warming/Cooling Centre

Item: WorkplaceNL Webinars and Workshops

A list of free webinars and workshops are being offered in October. Lorne, Town Clerk, was advised to register any councillor if they were interested in attending.

Item: Central Regional Service Board Waste Management Fee Adjustment

The Central Regional Service Board will be adjusting the curbside collection fee, effective January 1st, 2026, to support rising delivery costs. The curbside collection fee will increase from \$100.00 to \$105.00 per household per year. All other fees, including disposal and sorted material rates, will remain unchanged.

Item: Correspondence - 11 O'Reilly Street

It was discussed to defer this correspondence to the Finance Committee for review and consideration.

Item: Boil Water Advisory

There was correspondence received from the Department of Government Modernization and Service Delivery relating to the issuance of a Boil Water Advisory on October 1st, 2025.

Item: Municipalities Newfoundland and Labrador

Rob Nolan, Chief Executive Officer, is offering congratulations on the election to municipal office and outlines the benefits of being a part of MNL. MNL's role is to support through advocacy, professional development, programs, and opportunities to connect with peers.

Item: Smallwood Era Development Corporation Report

A report from the meeting held on October 3rd, 2025, was tabled for review. A discussion was held regarding the Chairperson of the Board and if they currently had an operating budget. It was noted to place this correspondence in the package for the first Council Meeting of 2026.

Item: WorkplaceNL

There was correspondence received dated October 6th, 2025, advising of the delinquent Occupational Health and Safety Committee status. An OHS Committee Meeting was held on October 20th. It was noted to register Councillor Kean for the Co-Chair Committee Training.

Item: Call for Nominations - NLMEB Board of Directors

In correspondence dated October 3rd, 2025, a call for Nominations for the Board Membership Position of Employer Director was issued for a three-year term commencing November 20th, 2025. It was discussed to let Lorne, Town Clerk, know if there was any interest in this nomination.

Item: The Stewardship Association of Municipalities Inc.

In correspondence dated October 7th, 2025, SAM requested that we designate/nominate a representative so that their association could best support our town in environmental stewardship and conservation through liaising with their organization. It was discussed to defer this item until such time as there is a full complement of Council.

Item: Municipalities Newfoundland and Labrador

On behalf of the staff and Board of Municipalities Newfoundland and Labrador, a welcome and congratulations are offered to newly elected and returning councillors on their election or acclamation. MNL represents all 274 municipalities across the province through advocating for local governments, building leadership capacity, and connecting councils with tools and networks required to serve their communities effectively.

Item: Department of Municipal Affairs and Community Engagement

The Department is providing reminders to all towns following the 2025 Municipal General Election held on October 2nd, 2025. As per Section 9 of the Municipal Elections Act, councillors are required to take and sign an oath or affirmation of office prior to entering the duties of their office. Further, as per Section 37 of the Towns and Local Service District Act, towns are required to hold their first meeting within fourteen (14) days of the election. As per Section 28 of the Act, at the first public meeting of the new council, councillors shall elect one councillor to be Mayor, where there has not been a separate election for Mayor and one councillor to be Deputy Mayor.

Item: Notice of TRIO Fall Caucus Meeting

In accordance with the NLMEB Bylaws, notice is hereby given that the Fall Caucus Meeting will be held in Corner Brook, NL on Thursday, November 20th, 2025, in the Studio at the Corner Brook Civic Centre at 3:30pm.

Item: Municipalities Newfoundland and Labrador

On September 18th, 2025, MNL sent a letter to all three Provincial Parties - Liberal, PC, and NDP asking for responses to specific questions about municipal issues. The MNL letter and all three responses are on the MNL website.

Item: Municipal Assessment Agency

The Agency has sent correspondence indicating that Council is entitled to nominate and vote for the position of Central Director on the Agency's Board. Nomination forms must be received at the Agency's head office by 4:00pm on November 6th, 2025. Following the close of nominations, ballots will be distributed on November 10th, 2025, and voting will conclude on December 18th, 2025.

Item: Municipalities Newfoundland and Labrador Board of Directors

Nominations are open for the MNL Board of Directors positions with a closing date of October 22nd, 2025. The positions of President, Vice-President, Urban Municipalities Director and Small

Towns Director are accepting nominations for a term until the 2027 AGM. The positions of Labrador, Western and Avalon Directors are accepting nominations for a term until the 2026 AGM.

Item: Nominations for the Central Regional Service Board

Each municipality and local service district are invited to nominate one eligible individual to serve on the Board. The nomination period will be from Tuesday, October 7th, 2025, until Thursday, October 30th, 2025. The Notice of Candidates will be posted on Friday, October 31st, 2025. The deadline to register a vote will be Thursday, November 27th, 2025. Election results will be communicated publicly on Friday, November 28th, 2025.

Item: Municipal Assessment Agency

The Executive Director/Chief Executive Officer is offering congratulations to all newly elected and returning members of council. He is offering to meet with council to provide an overview of the property assessment system in the province. Meetings can be held in person or virtually, depending on council's preference and schedule.

Item: Municipalities Newfoundland and Labrador

MNL is accepting resolutions from members. These resolutions will be voted on by the membership at the 2025 AGM in Corner Brook. The deadline to submit a resolution for the 2025 MNL AGM is October 22nd, 2025.

Item: Central Ideas 2025

On behalf of the Association for New Canadians, the Town of Gambo is invited to partner for the Central IDEAS taking place on Friday, November 14th, 2025, in Gander. This one-day summit presents an opportunity for Gambo to demonstrate its leadership and commitment to fostering inclusive and welcoming communities. It was noted to discuss this correspondence with Amy, Recreation Director/Economic Development Officer.

Item: Budget 2026 Training

A circular was received outlining dates and locations for voluntary training for Budget 2026. It was noted that we would not be registering for this training.

Item: SAM Fall Regional Meetings

This correspondence is a reminder of the upcoming Central Regional Meeting to be held at the Town of Centreville-Wareham-Trinity on Friday, November 7th, 2025.

Item: Approval to Call Tender - 17-MCW-25-00026 - Backup Generator for Chlorine House

In correspondence dated October 21st, 2025, approval was granted to proceed with a public tender call for the above-noted project.

Item: Approval to Call Tender - 17-MCW-25-00027 - Generator for Emergency Warming/Cooling Centre

In correspondence dated October 22nd, 2025, approval was granted to proceed with a public tender call for the above-noted project.

Finance Committee:

Item: Rescind Resolution

Resolution: 2025-10-21-272 (L. Moss & M. Osmond) Be it resolved to rescind Resolution: 2025-09-29-245 to pay the Administrative Assistant, due to resignation, accrued vacation leave in the amount of \$4,920.48.

In Favor: Mayor P. Lush, Deputy Mayor L. Moss
Councillors M. Cooze, C. Kean, M. Osmond

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Item: Employee Payout (Revised)

Resolution: 2025-10-21-273 (L. Moss & M. Cooze) Be it resolved to pay the Administrative Assistant, due to resignation, accrued vacation leave in the amount of \$4,982.50.

In Favor: Mayor P. Lush, Deputy Mayor L. Moss
Councillors M. Cooze, C. Kean, M. Osmond

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Item: Correspondence - Town of Glovertown

In correspondence dated September 22nd, 2025, the Town of Glovertown requested that as part of the 2026 budget discussions that annual support for the operation of the arena be considered as the arena is a regional resource.

Item: Bank Reconciliation - August 2025

Resolution: 2025-10-21-274 (L. Moss & M. Osmond) Be it resolved to approve the August 2025 Bank Reconciliation in the amount of \$39,791.95.

In Favor: Mayor P. Lush, Deputy Mayor L. Moss
Councillors M. Cooze, C. Kean, M. Osmond

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Item: Eastlink - Fun-n-Sun Playground - 493 J.R. Smallwood Blvd.

In a previous Council Meeting, cellular telephone coverage was discussed at the Fun-n-Sun Playground area. It was noted that the coverage is poor in this area and it is concerning in the event of an emergency. The office contacted Eastlink to gather information on the packages available for telephone and internet to alleviate this concern. It was noted that a site-survey would be required to determine the availability of services for this area.

Resolution: 2025-10-21-275 (L. Moss & M. Cooze) Be it resolved to purchase telephone and internet service in the amount of \$94.95 plus HST monthly for 493 J.R. Smallwood.

In Favor: Mayor P. Lush, Deputy Mayor L. Moss
Councillors M. Cooze, C. Kean, M. Osmond

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Item: Account Adjustment - KINGS001

Resolution: 2025-10-21-276 (L. Moss & M. Cooze) Be it resolved to adjust the account of KINGS001 in the amount of \$1,190.00.

In Favor: Mayor P. Lush, Deputy Mayor L. Moss
Councillors M. Cooze, C. Kean, M. Osmond

Opposed: 0

Conflict of Interest: 0

Resolution Carried

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

Resolution: 2025-10-21-277 (M. Cooze & M. Osmond) Be it resolved to approve the Vendor-Aged Trial Balance in the amount of \$3,608.11 for J.I. Pritchett & Sons Ltd.

In Favor: Mayor P. Lush
Councillors M. Cooze, C. Kean, M. Osmond

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: 2025-10-21-278 (L. Moss & M. Cooze) Be it resolved to approve the remaining Vendor-Aged Trial Balance in the amount of \$51,532.27.

In Favor: Mayor P. Lush, Deputy Mayor L. Moss
Councillors M. Cooze, C. Kean, M. Osmond

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Item: Accounts Payable Cheque Register

Resolution: 2025-10-21-279 (L. Moss & M. Cooze) Be it resolved to approve the Accounts Payable Cheque Register in the amount of \$45,355.95.

In Favor: Mayor P. Lush, Deputy Mayor L. Moss
Councillors M. Cooze, C. Kean, M. Osmond

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Public Works Committee:

Item: 2014 Cat Loader

It was noted that the bucket needs repair.

Item: 54 J.R. Smallwood Blvd.

It was discussed to write correspondence to the property owners requesting an update on the remediation work that is required on the property.

Item: Cabot Road

The outstanding water issue near the property of 10 Cabot Road was discussed. It was discussed to send correspondence to Allnorth Consultants Ltd. giving thirty days to respond with a plan to

remediate the issue and to advise if the plan is not received then it will be passed to legal for review and advisement.

Item: 26 Bayview Road

It was discussed to write correspondence to the Department of Health and the Department of Environment requesting a review and assessment of this property.

Item: 21 Forest Road

It was discussed to write correspondence to the Department of Environment requesting a review and assessment of this property.

Item: Public Works Report

Resolution: 2025-10-21-280 (M. Cooze & L. Moss) Be it resolved to approve the Public Works Report as presented and discussed.

In Favor: Mayor P. Lush, Deputy Mayor L. Moss

Councillors M. Cooze, C. Kean, M. Osmond

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Human Resources Committee:

Item: Town Manager Position

A discussion was held on the operations of the town and the current configuration of the staff. It was noted that we are not functioning in the way that we should be as we require a town manager to manage the daily operations, including the staff. The salary will be determined when the job ad is completed, and the position will be included in the 2026 Budget. It was noted further that we cannot operate without the position of Town Clerk. Mayor Lush advised that this would all come with a cost.

Resolution: 2025-10-21-281 (L. Moss & M. Cooze) Be it resolved to hire a the position of Town Manager through the services of a recruiting agency.

In Favor: Mayor P. Lush, Deputy Mayor L. Moss

Councillors M. Cooze, C. Kean, M. Osmond

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Item: Maintenance Worker Position

Resolution: 2025-10-21-282 (L. Moss & M. Cooze) Be it resolved to provide a lay-off notice to the maintenance worker.

In Favor: Mayor P. Lush, Deputy Mayor L. Moss

Councillors M. Cooze, C. Kean, M. Osmond

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Occupational Health and Safety Committee:

Councillor Kean advised that a meeting was held on October 20th, 2025. It was noted that inspections for two quarters were reviewed. It was discussed that two weeks would be provided to correct the deficiencies with the treatment plants being a priority. Lorne, Town Clerk, was advised to contact an electrician to seek a price on the corrective measures required for the electrical of both treatment plants.

Emergency Planning Committee:

- No Report.

Regulations Committee:

- No Report.

Age-Friendly Committee:

- Councillor Osmond advised that the committee is currently having discussions on the annual Christmas gifts for the seniors.
- Councillor Osmond inquired about a venue to hold her regular meetings. Lorne, Town Clerk, advised that the Walsh House is available to use for meetings until such time as the GCYC renovations are completed.

Liaison Reports:

Recreation:

- No Report.

Fire Department:

- No Report.

SEDCOR:

- No Report.

Gambo Public Library:

- Deputy Mayor Moss advised that the Bake-Walk will take place in November at the Gambo Lions Club. The Lions Club will host the event with all proceeds donated to the Public Library.

Sensory Inclusion Trail:

- No Report.

Town Clerk's Report:

- I have submitted the application for the Lift Station Upgrade at 550 J.R. Smallwood Blvd. The application was returned to me as it requires more information.
- We have two participants on the Community Enhancement Program.
- I have spoken with John Baird, Municipal Planner and have arranged the meeting for October 28th, 2025, at 6:30pm to begin discussions on the redevelopment of the Municipal Plan.
- I have the meeting arranged with the RCMP for Wednesday, October 22nd, 2025, at 6:30pm.

- We have received the 2024 Financial Statements.
- I had a meeting with Environment and Climate Change Canada regarding the Transitional Authorization Applications. There is more information that is required before our applications are reviewed.
- I have received correspondence from Crown Lands regarding the application for the Boat Launch in Gambo Pond. A site-plan is required.
- I attended the Pre-Construction Meeting on October 20th, 2025, for the Smith's Road Paving Project.
- I have spoken with Rodco Mechanical regarding the outstanding issues with the Lift Station Project and there will be employees on-site this Friday to correct the issue with the Lift Station on Pine Tree Road.
- I spoke with the Regional Engineer today and he advised that the scope of work for the patio repair at the Smallwood Interpretation Centre would be finalized today with the understanding that a mandatory site-visit will happen this week with all bidders. The deadline for proposals will be next week.
- A representative was on-site earlier today
- We received correspondence that both generators for the Fire Hall and Chlorine have been approved to proceed to tender.
- I have spoken to a representative from K&D Pratt regarding the pumps and the boil order and the requirement for a new pump as well as a kit to repair the second pump.
- The next Regular Meeting will be on Monday, November 10th, 2025.

Mayor's Report:

- Mayor Lush advised that the committee meetings would be scheduled for the Thursday preceding the Regular Meeting. He noted that he holds informal meetings but can use Robert's Rules of Order if required.
- He advised Council that they are elected to represent and that the staff should not be a beating post for complaints as the matters should be taken and discussed with the elected officials. He noted that we should have the appropriate signage in the office indicating that disrespect will not be tolerated.

Deputy Mayor Moss asked that the definition of a privileged/closed meeting be placed on public record so that residents can be aware of the matters to be discussed in such a meeting.

The Towns and Local Service Districts Act define a closed meeting as follows:

s 41. (1) Notwithstanding section 40, a town council meeting or a town council committee meeting may be closed to the public for the duration of the discussion if it is necessary to discuss

- (a) information of which the confidentiality is protected by law;
- (b) personal information that is protected under the *Access to Information and Protection of Privacy Act, 2015*;
- (c) information that could cause financial loss or gain to a person or the town, or could jeopardize negotiations leading to an agreement or contract;
- (d) the proposed or pending acquisition or disposition of land;
- (e) information that could violate the confidentiality of information obtained from the Government of Canada or from the government of a province or territory;
- (f) information concerning legal opinions or advice provided to the town council by its lawyer or privileged communications between lawyer and client in a matter of town business;

- (g) litigation or potential litigation affecting the town or a municipal service delivery corporation or a matter before a board, commission or tribunal that affects the town or a municipal service delivery corporation;
 - (h) the access to or security of buildings and other structures occupied or used by the town or access to or security of systems of the town, including computer or communication systems;
 - (i) information gathered by the Royal Canadian Mounted Police and Royal Newfoundland Constabulary, in the course of investigating any illegal activity or suspected illegal activity, or the source of that information; or
 - (j) labour and employment matters, including the negotiation of collective agreements.
- (2) Where a meeting is a closed meeting,
- (a) members of the public shall not be present;
 - (b) a resolution or by-law shall not be adopted other than a resolution
 - (i) giving instructions to the lawyer for the town,
 - (ii) giving instructions to any person negotiating a contract on behalf of the town,
 - (iii) giving directions to employees on matters referred to in subsection (1),
 - (iv) adjourning the closed meeting, or
 - (v) opening the meeting to the public;
 - (c) a record shall be made containing only the following information:
 - (i) the type of matter under subsection (1) that was discussed during the meeting, and
 - (ii) the date of the meeting; and
 - (d) all decisions made during the meeting shall be documented by a resolution.
- (3) Where a decision is made by a town council at a closed meeting, the decision shall be ratified at a public meeting.

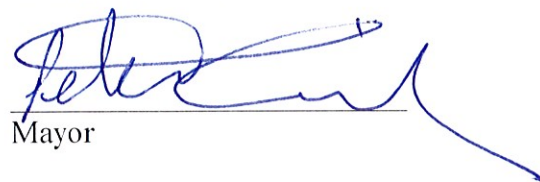
Resolution: 2025-10-21-283 (M. Cooze & L. Moss) Be it resolved to adjourn the meeting at 8:16pm.

In Favor: Mayor P. Lush, Deputy Mayor L. Moss
Councillors, M. Cooze, C. Kean, M. Osmond

Opposed: 0

Conflict of Interest: 0

Resolution Carried


Mayor


Town Clerk