

The Town of Gambo

A Regular Meeting of the Town Council of the Town of Gambo was held on November 10th, 2025, at the Gambo Town Hall, Gambo, NL.

Minutes of the Regular Meeting of the Town Council of the Town of Gambo held on November 10th, 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 7:03pm.

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

Resolution: 2025-11-10-291 (M. Cooze & C. Kean) Be it resolved to adopt the agenda of the Regular Meeting of Council of November 10th, 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: 2025-11-10-292 (L. Moss & M. Osmond) Be it resolved to adopt the minutes 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

Business Arising from the Minutes:

Mayor Lush requested an update regarding the boil order. Lorne, Town Clerk advised that the water intake is still on negative PSI with the valve fully turned on and there are still issues with the booster pump, but it is currently at thirty PSI. Further, there is a pipe that needs to be cut but we are awaiting the joiner.

The SEDCOR correspondence was discussed and will be tabled at a Regular Council Meeting in early 2026. It was noted that the request for the 2026 budget was received.

Lorne, Town Clerk, was asked if the letters regarding properties that were requested to be sent have been sent. Lorne advised that some have been sent and the others are awaiting review.

The meeting with the RCMP was discussed and it was noted to include the monthly report in the minutes for the residents' review.

Mayor Lush advised that if any Councillor has any questions on the financial operations or any other matter to ask him or Lorne as he wants everyone to ask for clarification if needed.

Resolution: 2025-11-10-293 (C. Kean & L. Moss) Be it resolved to adopt the minutes of the Special Meeting of Council of October 30th, 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

There is no business arising from the minutes.

Council Meeting Correspondence (Information)

Received From	Received on	Details
Municipalities NL	Oct-22-2025	infoNote Oct.22
Municipalities NL	Oct-24-2025	MNL Board of Directors elections Information
Municipalities NL	Oct-30-2025	infoNote Oct. 29
Municipal Assessment Agency	Oct-30-2025	Call for Nominations – Deadline Reminder
Municipalities NL	Oct-31-2025	Public Advisory: Adverse Weather Conditions Anticipated, High Winds and Rain
Central Newfoundland Waste Management	Oct-31-2025	Announcement of Nominations Received – Central Regional Service Board
Municipal Assessment Agency Inc.	Nov-3-2025	Call for Nominations and Candidate List as of November 3, 2025
Municipal Assessment Agency Inc.	Nov-4-2025	infoNote Nov. 5
Municipalities NL	Nov-6-2025	Client Portal Enhancement
Municipalities NL	Nov-6-2025	Get to know the MNL Board of Director candidates
Municipal Assessment Agency Inc.	Nov-6-2025	Call for Nominations and Candidate List
Municipalities NL	Nov-6-2025	2025 Municipal Long Service Awards – Congratulations!

Council Meeting Correspondence (Action)

Received From	Received on	Details
Municipal Assessment Agency	Oct-21-2025	Appointment of Assessment Review Commissioner
Municipalities NL	Oct-22-2025	Small towns virtual roundtable is Oct. 22
Community Waste Diversion Fund	Oct-23-2025	Community Waste Diversion Fund – Now Accepting Applications
Municipal Assessment Agency	Oct-24-2025	Call for Nominations – Deadline Reminder
Gov't of NL	Oct-28-2025	Monetary recognition for contribution to fighting wildfires summer 2025
Municipalities NL	Oct-28-2025	Be part of MNL's 75th anniversary Calendar – send in your photos today!
Office of the Information and Privacy Commissioner	Oct-28-2025	Introducing Municipalities to Our Office, ATTIPA, 2015, and OIPC Resources
Gov't of NL	Oct-29-2025	Approval to Award for Over-Budget Tenders
Gov't of NL	Oct-30-2025	Invitation to Attend Module 5: Access to Information and protection of Privacy (ATIPP) – Mandatory Orientation Training
Dept. of Justice and Public Safety	Oct-30-2025	Emergency Management Training
WorkplaceNL	Oct-30-2025	WorkplaceNL November 2025 Webinars and Workshops
Association of New Canadians	Nov-3-2025	Association of New Canadians (ANC) Business Diversity Summit – Gander 2025
Gov't of NL	Nov-3-2025	Virtual Training on Applying Cost Estimates to ATIPP Requests – November 12, 2025
Gov't of NL	Nov-6-2025	JSS25-M00003-Smallwood Interpretation Center Repair – Patio Repair
Gov't of NL	Nov-6-2025	Site Specific Safety Plan (SSSP) 2025-26
Municipal; Assessment Agency	Nov-7-25	MAA Board of Directors Election – Final Candidate List

Item: Municipal Assessment Agency - Appointment of Assessment Review Commissioner

As per Section 32 of the Assessment Act, 2006, all municipalities are required to appoint a Commissioner prior to January 31st of each year. Once Council has appointed a commissioner, written documentation of the appointment must be forwarded to the Agency's CEO.

Item: Municipalities NL - Small Towns Virtual Roundtable

Municipalities Newfoundland and Labrador's Small Towns Advisory Committee are advising that the Small Towns Virtual Roundtable is happening on October 22nd, 2025, at 7:00pm. The Small Towns Virtual Roundtable is an informal online discussion with topics chosen by attendees.

Item: Community Waste Diversion Fund

The Multi-Materials Stewardship Board's Community Waste Diversion Fund provides funding to municipalities for initiatives that foster solid waste diversion. Communities are eligible to apply for a non-repayable maximum contribution up to \$25,000 per project for this program for the year 2025-2026. It was noted to apply for waste receptacles that would be placed throughout town to collect recycling and garbage.

Item: Municipal Assessment Agency – Call for Nominations

This correspondence is a reminder of the deadline to submit nominations for the Municipal Assessment Agency's Board of Directors by 4:00pm on Thursday, November 6th, 2025.

Item: Department of Justice and Public Safety

In correspondence dated October 28th, 2025, the Department of Justice and Public Safety indicated that it would be providing financial assistance of \$14,500.00 in recognition of the Fire Department's contribution to fighting the wildfires this past summer. There will be a one-time honorarium of \$500.00 each for seven volunteer firefighters, a one-time honorarium of \$10,000.00 for the Fire Department and \$1,000.00 for the administrative support to assist with the distribution of the one-time honorariums.

Item: Municipalities Newfoundland and Labrador

In correspondence dated October 28th, 2025, MNL is asking if we have a scenic photo taken in Newfoundland and Labrador to share with our municipal sector colleagues. This photo could be featured in the 2026 calendar to commemorate MNL's 75th anniversary. It was noted to send a picture of the falls or the Splashpad.

Item: Office of the Information and Privacy Commissioner

In correspondence dated October 28th, 2025, the Information and Privacy Commissioner for Newfoundland and Labrador is introducing the Office of the Information and Privacy Commissioner and highlighting the importance of the Access to Information and Protection of Privacy Act, 2015 and further outlines how the office may be able to assist municipalities in meeting their responsibilities under the Act.

Item: Circular - Approval to Award for Over-Budget Tenders

The circular reminds recipients of an important matter regarding the execution of funded capital works projects. If a municipality has a bidding opportunity close with a cost exceeding the available project funding, to award the contract, Council must provide a Resolution of Council

indicating that the excess cost will be funded, the value of the excess cost to be covered and how the extra cost will be paid. This has been a long-standing requirement but will now be strictly enforced.

Item: Invitation to Attend Mandatory Orientation Training

This is an invitation to attend Module 5 - Access to Information and Protection of Privacy training as part of the 2025 Mandatory Orientation Training series. This session is designed to strengthen the understanding of the responsibilities under the ATIPP Act, 2015. There is a list of scheduled sessions throughout the province with a new session added in Marystown.

Item: Emergency Management Training

This correspondence from the Regional Emergency Management and Planning Officer for the Central Region indicates that the process has begun of arranging Emergency Management Courses in the Central Region with a focus on Basic Emergency Management and Emergency Operations Centre Management. Municipalities are being asked if there is any interest in hosting one or both courses. It was noted to register Councillor Osmond for this training.

Item: WorkplaceNL - November 2025 Webinars and Workshops

The list of free webinars and workshops for November 2025 has been provided with a detailed description of each outlined. Councillor Kean will advise as to what courses she will be completing.

Item: Association of new Canadians Business Diversity Summit

Our Recreation Director/Economic Development Officer has reviewed the correspondence from the previous Council Meeting and is advising that the association is requesting sponsorship, donations or just help in spreading the word locally.

Item: Virtual Training - Applying Cost-Estimates to ATIPP Requests

This is an invitation to attend an upcoming virtual training session on Wednesday, November 12th, 2025, at 10:00am that will focus on the use of cost-estimates under the Access to Information and Protection of Privacy Act. This ATIPP Exchange Forum will provide practical guidance on how public bodies can apply cost-estimates to ATIPP requests.

Item: Department of Transportation and Infrastructure - JSS25-M000003 - Smallwood Interpretation Patio Repair

In this correspondence, CECON Ltd. is recommending the acceptance of the tender submitted by Emmanuel Construction Services Ltd. in the amount of \$52,150.00 (HST Included) for the Smallwood Interpretation Patio Repair. This amount is within the project approved funding and the consultant's recommendation is acceptable to the Department.

Item: Site-Specific Safety Plan 2025-2026

In correspondence dated November 6th, 2025, approval was granted for the Site-Specific Safety Plan for the year 2025-26. The plan has been reviewed and endorsed by the Department of Transportation and Infrastructure for the pickup of ice control materials at Grant's Pit.

Item: Municipal Assessment Agency Board of Directors Election - Final candidate List

This is the final candidate list for the Regional Director Positions on the Agency's Board of Directors. The ballots will be uploaded to the municipal client portal accounts on Monday, November 10th, 2025, and voting will conclude on December 18th, 2025.

Finance Committee:

Item: Bank Reconciliation - September 2025

Resolution: 2025-11-10-294 (L. Moss & M. Cooze) Be it resolved to approve the September 2025 Bank Reconciliation in the amount of \$88,062.62.

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: Travel Claim - Town Clerk

Resolution: 2025-11-10-295 (M. Osmond & I. Moss) Be it resolved to approve the travel claim for the Town Clerk, Lorne Greene, in the amount of \$68.64 for attendance at the 2025 PMA Fall Forum.

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: 2A Senior Girls Provincial

Smallwood Academy will be hosting the Senior Girls Volleyball Provincials from November 27th to November 29th, 2025, with eight to ten teams from across Newfoundland and Labrador being welcomed to the school and community. As part of this event, sponsorship is being sought from local businesses and community partners to make this a successful event.

Resolution: 2025-11-10-296 (L. Moss & C. Kean) Be it resolved to donate \$100.00 to the Smallwood Academy Senior Girls Volleyball Team in support of hosting the Senior Girls Volleyball Provincials.

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: 2025-11-10-297 (M. Cooze & C. Kean) Be it resolved to approve the Vendor-Aged Trial Balance in the amount of \$1,085.28 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: 2025-11-10-298 (M. Osmond & C. Kean) Be it resolved to approve the remaining Vendor-Aged Trial Balance in the amount of \$57,199.90.

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 - J.I Pritchett's & Sons Ltd.

Resolution: 2025-11-10-299 (M. Cooze & M. Osmond) Be it resolved to approve the Accounts Payable Cheque Register for J.I. Pritchett's & Sons Ltd. in the amount of \$3,608.11 with cheque number 0000028813.

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 Accounts Payable Cheque Register

Resolution: 2025-11-10-300 (M. Cooze & C. Kean) Be it resolved to approve the remaining Accounts Payable Cheque Register in the amount of \$98,059.89.

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: Request for Quotes - Road Grading Services

A request for quotes was issued to hire a contractor to grade approximately sixteen kilometres of gravel roads throughout town. There were four quotes invited but only two were received.

Resolution: 2025-11-10-301 (L. Moss & M. Cooze) Be it resolved to award the contract for road grading services to Feltham's Construction Ltd. in the amount of \$200.00/km plus HST.

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: Cabot Road

The outstanding water issue near the property of 10 Cabot Road was discussed. Lorne, Town Clerk, advised that a telephone call was had with Reg of Allnorth Consultants Ltd and Mayor Lush regarding this issue and that it was discussed that a pipe will be placed across the road with a catch

basin to deal with the water issue in the spring of 2026. This has been discussed with the affected property owner, and he is agreeable to this solution. It was further noted that the asphalt gutter needs to be cleared of sand and other debris and that a swale is required at the end of the road. This was discussed with Doug, Town Foreman.

Item: Park Road

Lorne, Town Clerk, reported that he had spoken with the property owner regarding the recent excavation on this land and was advised that it was completed to mark the land. It was further noted that the property owner indicated that no further development would be completed until such time as all required permits were secured from Council.

Item: Valley Road

The correspondence received from the property owner of 13-15 Valley Road was discussed. It was noted that the onus is with the property owner if they want to proceed with installing a driveway on Birchy Road after the permission is granted by Council. After this, Council will change the civic address.

Item: 7 Paul's Hill

The correspondence from the property owner was tabled and discussed. The request is to have a cost-estimate to relocate the water and sewer lines as the current waterline is in the neighbor's driveway and the sewer line does not have the adequate grade. It was decided to table this correspondence as there is further investigation required to determine the issues. It was further noted that we would not be relocating any lines this time of the year.

Item: 341J.R. Smallwood Blvd.

A request for a culvert from the property owner was discussed. It was decided that a culvert will not be installed as it is a private individual and we do not install culverts on private land.

Item: Water Tank

Mayor Lush advised that a conversation was had with Allnorth Consultants Ltd. regarding the issues with the tank. It was noted that the tank is at least twenty-five years old and does not automatically fill when it is drained. It was discussed that further investigation is required and that the consultant is looking for drawings and a report on the tank.

Item: Development - Centennial Road

Lorne, Town Clerk advised that the deadline has expired for the Discretionary Use Notice for this development with representation received from a property owner in the area. The property owner is not adverse to the development but would like at least eight feet from the access to his patio and would like the access to be completed with a material such as Class "A" to help with the dust control. It was noted to defer the approval of this application until such time as a conversation is had with the developer regarding this correspondence.

Item: Fire Hydrant - Bayview Road

It was noted that the fire hydrant has been purchased for Bayview Road awhile ago and is currently awaiting installation by our Public Works Employees when time permits.

Human Resources Committee:

Item: Town Manager Position

A discussion was held on the hiring of the position of Town Manager. It was noted that a Request for Quotes has been issued for a Recruiting Company to hire the position with a closing date of November 14th, 2025.

Resolution: 2025-11-10-302 (L. Moss & M. Cooze) Be it resolved to engage a Recruiting Company to hire the position of Town Manager.

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:

- No Report.

Emergency Planning Committee:

- No Report. It was discussed to update the Supplement "A" of the Emergency Preparedness Plan to include the current Mayor and Council and to begin discussions regarding a mock disaster.

Regulations Committee:

- No Report. It was discussed that the Water and Sewer and Culvert Policies requires updating.

Age-Friendly Committee:

- Councillor Osmond advised that the committee held a meeting on November 7th, 2025.
- She noted that the gifts for the seniors will be ordered on Monday and that the Fire Department will be asked to help in the delivery of the gifts.

Liaison Reports:

Recreation:

- No Report.

Fire Department:

- No Report.

SEDCOR:

- No Report.

Gambo Public Library:

- No Report.

Sensory Inclusion Trail:

- No Report.

Town Clerk's Report:

- The meeting with the RCMP was held on October 26th, 2025, with several matters of concern being addressed.
- I have spoken with the Department of Transportation and Infrastructure regarding ditching and brush cutting throughout town in 2026. I was advised to send an email to the Department with this request.
- The meeting with John Baird, Municipal Planner was held on October 28th, 2025, to begin the redevelopment of the Municipal Plan. The first Public Hearing will be scheduled for early December. The dates provided for the Public Hearing are as follows: December 4th, 15th or the 18th.
- I have spoken with Randy of BELFOR Restoration. The repairs at the GCYC will not be completed until the end of November.
- I spoke with Mervin Parsons, Principal, Smallwood Academy, regarding a youth representative to Council. He checked with the students and has provided two names that would like to share this position.
- Mayor Lush and I have scheduled the Annual Tree lighting for Tuesday, December 9th, 2025.
- I have received two residential property assessment appeals. I am working with the Assessment Review Commissioner to schedule the appeal hearing.
- Nomination Day was held on November 5th, 2025, with four candidates nominated. The By-Election is scheduled for Wednesday, November 26th, 2025.
- Both Generator Projects have been issued for tender with a closing date of November 21st, 2025.
- I spoke with the Regional Engineer earlier today on the road repairs with the Disaster Financial Assistance Program. The Assessment Report will be reviewed on Wednesday, and the timeline for repairs will be discussed.
- The water issue on Cabot Road has been addressed with our engineer. The plan to correct this issue will be completed in the spring of 2026. There will be a ten-to-twelve-inch pipe placed across the road with a catch basin. The property owner is agreeable to this plan of action.
- The grader has been shipped to Appleton. Later this week, the grader will be picked up in Grand Falls and taken to Appleton.
- The water intake is still on negative PSI with the valve fully turned on. There are a couple of issues with the booster pump, and it is currently at thirty PSI.
- The next Regular Meeting will be on Tuesday, December 2nd, 2025.

Congratulations are being extended to Leah Hunt for being chosen from a selection of seventy-five youth in Newfoundland and Labrador to attend the Youth Parliament of Canada in Ottawa.

Mayor's Report:

- Mayor Lush shared his newsletter with Council and advised it would be his report to the community.

Resolution: 2025-11-10-303 (M. Osmond & C. Kean) Be it resolved to adjourn the meeting at 8:11pm.

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

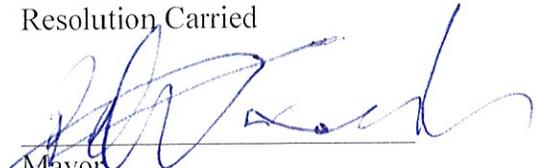
Regular Meeting of November 10th, 2025

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

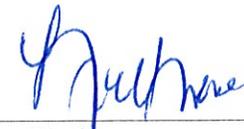
Opposed: 0

Conflict of Interest: 0

Resolution Carried



Mayor



Town Clerk