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The Town of Gambo

A Regular Meeting of the Town Council of the Town of Gambo was held on April 27th, 2026, at the Gambo Town Hall, Gambo, NL.

Minutes of the Regular Meeting of the Town Council of the Town of Gambo held on April 27th, 2026, at the Gambo Town Hall, Gambo, NL.

Members in Attendance:
Mayor Peter Lush
Councillor Charlene Kean
Councillor Morgan Cooze
Councillor Minnie Osmond
Councillor Tracy Penney
Councillor Darryl Taylor
Town Manager Stephen Stockley
Town Clerk Lorne Greene

Members Absent:
Deputy Mayor Lori Moss

Mayor Lush called the meeting to order at 7:06 pm.

Resolution: 2026-04-27-096 (C. Kean & T. Penney) Be it resolved to adopt the agenda of the Regular Meeting of Council of April 27th, 2026, as presented.
In Favor: Mayor P. Lush,
Councillors M. Cooze, C. Kean, M. Osmond, T. Penney, D. Taylor
Opposed: 0
Conflict of Interest: 0
Resolution Carried

Resolution: 2026-04-27-097 (M. Osmond & D. Taylor) Be it resolved to adopt the minutes of the Regular Meeting of Council of April 7th, 2026, as presented.
In Favor: Mayor P. Lush,
Councillors M. Cooze, C. Kean, M. Osmond, T. Penney, D. Taylor
Opposed: 0
Conflict of Interest: 0
Resolution Carried

Business Arising from the Minutes:
Mayor Lush asked Council if they each had their mandatory training completed. Lorne, Town Clerk, advised that he had a record of all training completed to date and further advised that one Councillor has not completed and returned the Mandatory Training Statement.

Mayor Lush noted that the Volunteer Appreciation Event was well attended and thanked Amy, Recreation Director/Economic Development Officer, for the job well-done.

Mayor Lush discussed the recent approval of the $35,000.00 grant received under the Community Wildfire Prevention and Mitigation Program. He indicated that this program should be completed

in conjunction with our Fire Department. Councillor Penney will discuss this program in her report.

New Business:
Item: Municipal Awareness Week
A discussion was held on proclaiming the week of May 10th - May 16th, 2026, as Municipal Awareness Week. It was decided that Council would host an Open-House on May 13th, 2026, and invite our residents in recognition of Municipal Awareness Week. It was noted that this would be a great opportunity for our residents to meet Stephen, Town Manager.
Resolution: 2026-04-27-098 (T. Penney & C. Kean) Be it resolved to proclaim the week of May 10th - May 16th, 2026, as Municipal Awareness Week in the Town of Gambo.
In Favor: Mayor P. Lush,
Councillors M. Cooze, C. Kean, M. Osmond, T. Penney, D. Taylor
Opposed: 0
Conflict of Interest: 0
Resolution Carried

Council Meeting Correspondence (Information)

Received From	Received on	Details
Municipalities NL	Apr-8-26	Press Release: Municipalities look to Provincial Budget for Follow-Through on Government Promises
Municipalities NL	Apr-9-26	infoNote April 9
CNWM	Apri-10-26	Towns and Local Service Disricts in the Central Region Subject: Communication and collaboration
Workplace NL	Apr-10-26	Employers: Level 1 OHS Training is now FREE!
Municipalities NL	Apr-16-26	infoNote April 16
Municipalities NL	Apr-22-26	infoNote April 22 - Municipal Awareness Week, WSER training, and more

Council Meeting Correspondence (Action)

Received From	Received on	Details
Museum Association of Newfoundland and Labrador	Apr-01-26	Membership Form (April 1, 2026 - March 31, 2027)
CNWM	Apr-07-26	Chairperson
	Apr-07-26	Proclamation: Dhlers-Danlos Syndromed and Hypermobility Spectrum Disorders Awareness Month May 1st - 31st, 2026
Gov't NL	Apr-13-26	Drought Vulnerability Study - Survey
Department of Municipal and Community Affairs	Apr-15-26	Capital Investment Plan Approval

Belles with Balls NL	Apr-15-26	Proclamation World Ovarian Cancer Day May 8, 2026
Department of Municipal and Community Affairs	Apr-21-26	Mandatory Orientation Training - Training Sessions April - June 2026
The Emergency Services Division	Apr-22-26	B.E.M. & E.O.C.M. Course Offering
CCI Group of Companies	Apr-23-26	Community Wildfire Resilience Planning and Training Support
Employment and Social Development Canada	Apr-23-26	The 2026 Canada's Volunteer Awards Call for Nominations
Department of Municipal and Community Affairs	Apri-23-26	Office of the Information and Privacy Commissioner Virtual Municipal Workshop, June 10, 2026

Item: Museum Association of Newfoundland and Labrador Membership Form
We have received a membership renewal form (April 1, 2026-March 31, 2027) for the Museum Association of Newfoundland and Labrador.
Resolution: 2026-04-27-099 (T. Penney & M. Osmond) Be it resolved to renew the annual membership to the Museum Association of Newfoundland and Labrador for 2026.
In Favor: Mayor P. Lush,
Councillors M. Cooze, C. Kean, M. Osmond, T. Penney, D. Taylor
Opposed: 0
Conflict of Interest: 0
Resolution Carried

Item: Central Regional Service Board (CRSB) Chairperson
The Central Regional Service Board is currently seeking a chairperson to provide strategic leadership and oversee the management of regional waste management and water/wastewater services within the Central Region.

Item: Proclamation for Ehlers-Danlos Syndromes and Hypermobility Spectrum Disorders Awareness Month
This is a Proclamation for Ehlers-Danlos Syndromes and Hypermobility Spectrum Disorders Awareness Month May 1st – 31st, 2026.
Resolution: 2026-04-27-100 (T. Penney & M. Osmond) Be it resolved to proclaim the month of May 2026, as Ehlers-Danlos Syndromes and Hypermobility Spectrum Disorders Awareness Month.
In Favor: Mayor P. Lush,
Councillors M. Cooze, C. Kean, M. Osmond, T. Penney, D. Taylor
Opposed: 0
Conflict of Interest: 0
Resolution Carried

Item: Drought Vulnerability Study - Survey
Water Resources Management (WRMD), in partnership with Stantec, is conducting a Drought Vulnerability Study for Newfoundland and Labrador. As a part of that study, a survey to gather

information about drought risks, impacts and resilience from various interest holders and industry sectors in the province has been developed.

Item: Capital Investment Plan Approval
There was correspondence received from the Canada Community Building Fund (CCBF) Committee accepting the Capital Investment Plan Application for the 2026 Street Improvements Project in the amount of $53,874.00.

Item: Proclamation for World Ovarian Cancer Day
Resolution: 2026-04-27-101 (T. Penney & C. Kean) Be it resolved to proclaim May 8th, 2026, as World Ovarian Cancer Day.
In Favor: Mayor P. Lush,
Councillors M. Cooze, C. Kean, M. Osmond, T. Penney, D. Taylor
Opposed: 0
Conflict of Interest: 0
Resolution Carried

Item: Mandatory Orientation Training
The Municipal Conduct Regulations under the Municipal Conduct Act require that all councillors complete mandatory orientation training within six months of being sworn or affirmed into office. A list of scheduled virtual and in-person training sessions for Modules 1- 4 for April - June 2026 is available.

Item: B.E.M. & E.O.C.M. Course Offering
The Emergency Services Division will be offering a Basic Emergency Management Course (B.E.M.) and an Emergency Operations Center Management Course (E.O.C.M.) in Gambo, June 9th - June 11th, 2026.

Item: Community Wildfire Resiliency Planning
We have received correspondence relating to wildfire planning, training, or broader wildfire-service needed to strengthen preparedness, reduce risk, and enable practical implementation.

Item: 2026 Canada's Volunteer Awards Call for Nominations
Nominations will be received until June 17th, 2026, for an outstanding individual, a non-profit organization, a social enterprise, or a socially responsible business who has made a significant contribution in improving the lives of others in the community through volunteering.

Item: Office of the Information and Privacy Commissioner offering Virtual Municipal Workshops
The Office of the Information and Privacy Commissioner for Newfoundland and Labrador is pleased to announce that it will host a half-day virtual workshop for municipal-sector participants with an interest in access to information and privacy, Cybersecurity, and information management. These live, virtual workshops will take place on June 10th, 2026.

Finance Committee:
Item: Accounts Receivable Discussion
Town Clerk will seek accessing rental income for rental buildings that have tax arrears.

Town Clerk will proceed with the next five tax arrear sales aimed at targeting the largest accounts receivable accounts.

Item: February 2026 Bank Reconciliation
Resolution: 2026-04-27-102 (D. Taylor & T. Penney) Be it resolved to approve the February 2026 Bank Reconciliation in the amount of $291,778.06 as presented.
In Favor: Mayor P. Lush,
Councillors M. Cooze, C. Kean, M. Osmond, T. Penney, D. Taylor
Opposed: 0
Conflict of Interest: 0
Resolution Carried

Item: Change Order - Lift Station Project 17-GI-24-00004
A change order was presented to increase the project cost by $8,625.00 (HST included). The original quote was for 4" diameter piping and accessories, but during a site visit it was discovered it should be 6" diameter.
Resolution: 2026-04-27-103 (D. Taylor & T. Penney) Be it resolved that Council approve Change Order Number 001 for the Lift Station Project 17-G1-24-00004 increasing the project cost by $8,625.00 (HST included).
In Favor: Mayor P. Lush
Councillors M. Cooze, C. Kean, M. Osmond, T. Penney, D. Taylor
Opposed: 0
Conflict of Interest: 0
Resolution Carried

Item: Change Order - Water Intake Extension Project
The Town Manager will review the contract as there are outstanding deficiencies and issues with the Water Intake Location and will ask the contractor to address these issues. No action required from Council at this time.

Item: Power Snake Purchase
The Town Manager in preparing the tender for the Power Snake will ensure it contains the necessary specifications required to get a unit that is of good quality and meets the Town's needs.

Item: Grader Purchase
Based on the results of the testing for the selected grader that were unacceptable, Council will not be moving forward with the purchase of a used grader from Solutions Machinerie Experts Inc.
Resolution: 2026-04-27-104 (D. Taylor & M. Osmond) Be it resolved that Council rescind Resolution 2026-04-07-084 for the purchase of a used grader from Solutions Machinerie Inc.
In Favor: Mayor P. Lush
Councillors M. Cooze, C. Kean, M. Osmond, T. Penney, D. Taylor
Opposed: 0
Conflict of Interest: 0
Resolution Carried

Therefore, the Town Manager wishes to proceed with entering into a purchase agreement with Toromont Cat with the same conditions that we get an acceptable TA2 Mechanical Inspection and Oil Sample Analysis results.

Resolution: 2026-04-27-105 (D. Taylor & T. Penney) Be it resolved that Council approve the purchase of a used grader from Toromont Cat in the amount of $162,150.00 (HST Included), conditional on an acceptable mechanical inspection and laboratory analysis results.

In Favor: Mayor P. Lush
Councillors M. Cooze, C. Kean, M. Osmond, T. Penney, D. Taylor
Opposed: 0
Conflict of Interest: 0
Resolution Carried

Item: Class "A" Purchase

As the season for the roads and trails is approaching, the purchase of Class "A" Material is required. There were four bids received for the cost and delivery

Resolution: 2026-04-27-106 (D. Taylor & C. Kean) Be it resolved that Council approve the purchase of 2000 tons of Class "A" Material from H. Wareham and Sons Ltd. in the amount of $59,409.00 HST included.

In Favor: Mayor P. Lush
Councillors M. Cooze, C. Kean, M. Osmond, T. Penney, D. Taylor
Opposed: 0
Conflict of Interest: 0
Resolution Carried

Item: Procurement Policy

The Finance Committee reviewed the revised draft of the Procurement Policy. There were discussions about the Town Manager's purchasing authorization being increased to $10,000. The policy has been referred to the By-Law Committee for review and consideration.

Item: Variance Report

The Finance Committee reviewed the detailed draft of the Income and Expense Statement that outlines the current revenues and expenditures against the approved 2026 Budget. The Finance Committee is working on preparing a summarized version in a format that is more presentable for public viewing.

Item: Vendor-Aged Trial Balance

The Finance Committee completed a review of the Vendor-Aged Trial Balance and found no issues or concerns.

Resolution: 2026-04-27-107 (D. Taylor & M. Osmond) Be it resolved to approve the Vendor-Aged Trial Balance in the amount of $102,363.18.

In Favor: Mayor P. Lush,
Councillors M. Cooze, C. Kean, M. Osmond, T. Penney, D. Taylor
Opposed: 0
Conflict of Interest: 0
Resolution Carried

Item: Accounts Payable Cheque Register
The Finance Committee reviewed the cheque register and found no issues or concerns.
Resolution: 2026-04-27-108 (D. Taylor & M. Osmond) Be it resolved to approve the Accounts Payable Cheque Register in the amount of $123,196.43.
In Favor: Mayor P. Lush,
Councillors M. Cooze, C. Kean, M. Osmond, T. Penney, D. Taylor
Opposed: 0
Conflict of Interest: 0
Resolution Carried

Item: Collection Stats
The Finance Committee completed a review of the collection stats and found no issues or concerns. This is for informational purposes only and no action is required.

Public Works Committee:
Item: Butt's Pond Cabin Access Road
There was correspondence received requesting a road address for a cabin access road located in Butt's Pond for insurance purposes.
Resolution: 2026-04-27-109 (M. Cooze & M. Osmond) Be it resolved to name the cabin access road in Butt's Pond as the "Road to Nowhere".
In Favor: Mayor P. Lush,
Councillors M. Cooze, C. Kean, M. Osmond, T. Penney,
Opposed: 0
Conflict of Interest: Councillor D. Taylor - Family Member. Councillor Taylor vacated his seat at the Council table at 7:27 pm and moved to the gallery returning at 7:28 pm.
Resolution Carried

Item: Home-Based Business Application - 615A J.R. Smallwood Blvd.
An application was received for a Home-Based Catering Business to be located at 615A J.R. Smallwood Blvd.
Resolution: 2026-04-27-110 (M. Cooze & T. Penney) Be it resolved to approve the application for a Home-Based Catering Business to be located at 615A J.R. Smallwood Blvd. pending receipt of all government department approvals.
In Favor: Mayor P. Lush,
Councillors M. Cooze, C. Kean, M. Osmond, T. Penney, D. Taylor
Opposed: 0
Conflict of Interest:
Resolution Carried

Item: Home-Based Business Application - 50 Pine Tree Road
An application was received for a Home-Based Home Renovations Business to be located at 50 Pine Tree Road.
Resolution: 2026-04-27-111 (M. Cooze & M. Osmond) Be it resolved to approve the application for a Home-Based Home Renovations Business to be located at 50 Pine Tree Road pending receipt of all government department approvals.
In Favor: Mayor P. Lush,
Councillors M. Cooze, C. Kean, M. Osmond, T. Penney,

Opposed: 0
Conflict of Interest: Councillor D. Taylor - Family Member. Councillor Taylor vacated his seat at the Council table at 7:30 pm and moved to the gallery returning at 7:32 pm.
Resolution Carried

Item: Permit Application - 443 J.R. Smallwood Blvd.
An application was received for a drive through to be located at 443 J.R. Smallwood Blvd.
Resolution: 2026-04-27-112 (M. Cooze & T. Penney) Be it resolved to approve the application for a drive through at 443 J.R. Smallwood Blvd. with the following stipulations:

1. Written permission is to be received from the owner of the property at 439 J.R. Smallwood Blvd. due to the proximity of the development to that property.
2. Confirmation that there is adequate space to accommodate the drive through.

In Favor: Mayor P. Lush,
Councillors M. Cooze, C. Kean, M. Osmond, T. Penney, D. Taylor
Opposed: 0
Conflict of Interest:
Resolution Carried

Human Resources Committee:
- No Report.

Labour-Management Committee:
- No Report.

Occupational Health and Safety Committee.
- No Report. Councillor Kean indicated that she will be completing the second level of the OHS Committee training on May 8th.

Emergency Planning Committee:
- Councillor Penney reported that a FireSmart Day will be held on May 14th, 2026, from 3:00 pm - 7:00 pm at the Salvation Army Parking Lot. The purpose of this event is to inform and engage residents to be as prepared for wildfire.
- It was noted that a Basic Emergency Management Course and an Emergency Operations Centre Management Course will be held in Gambo from June 9th - June 11th.
- The FireSmart Grant was discussed. A meeting was held with the Fire Department and the Department of Forestry, Agriculture and Lands, to discuss ideas and potential solutions for wildfire preparedness.

By-Law Committee:
- No Report.

Age-Friendly Committee:
- No Report.

David Smallwood Park Committee:
- Councillor Taylor advised that a quick decision was made to advertise a Request for Proposals for the lease and seasonal operation of the David Smallwood Municipal Park for

2026. He noted the challenges in staff recruitment. He also advised that the Request for Proposals was closing on April 28th, 2026.

Liaison Reports:
Recreation:
- No Report.

Fire Department:
- No Report.

SEDCOR:
- Councillor Osmond noted that a meeting was held on April 14th, 2026.
- The revised Memorandum of Understanding between the Town of Gambo and SEDCOR will be reviewed with comments provided at a later date.
- There has been a new member joined the Board.
- A question is being asked as to when the Board will receive the approved budget funds for 2026.
- Mayor Lush advised getting a quote on the requested signage and provide it to Lorne, Town Clerk, for the submission of an application for funding to the Community Capacity Building Fund.

Gambo Public Library:
- No report.

Sensory Inclusion Trail:
- No Report.

Smallwood Academy:
- No Report. It was noted to check with the Youth Representative on her schedule and availability.

Women and Gender Equity:
- Councillor Penney advised that a meeting was held recently with a focus on planning and logistics for the upcoming municipal symposium. A panel discussion will be held at the symposium, and they will be taking part with three other individuals.

Town Clerk's Report:
- The Open-House relating to the Climate Adaptation Project scheduled for April 22nd, 2026, had to be postponed due to weather and it has been rescheduled for May13th, 2026. Also, this is a reminder of the Public Session scheduled for tomorrow, April 28th, 2026, from 5:30 pm to 7:30 pm at the Fire Hall.
- The Municipal Plan and Development Regulation Amendment for the Mint Brook Campground has been submitted to the Department of Municipal and Community Affairs for provincial review as the deadline for the Public Notice expired on April 8th, 2026.
- Stephen and I are meeting with Michael Parkes regarding the Crown Lands Application for the portion of the Kittiwake Trail that is within our boundary. I had to post a Notice of Intent in the NL Gazette as it is within the 15-metre reserve. Also, the trail requires

markings at all access points and parking lots so that Transportation and Infrastructure can review the referral.

- Darren Dyke, Deputy Fire Chief, has informed me that the Fire Department received a fire skid.
- I have submitted a moose license for the Gambo Fire Department as we are an incorporated entity.
- The New Horizon for Seniors Grant expired on March 30th, 2026. I requested an extension and was granted a six-month extension until September 30th, 2026.
- A Request for Proposals for the David Smallwood Park has been issued with a deadline of April 28th, 2026.
- Stephen, Peter and I met with our Municipal Planner regarding the Municipal Plan review.
- I would like to remind Councillors of the mandatory training statements that need to be completed and returned.
- The next meeting is Tuesday, May 19th, 2026.

Town Manager Report:

1. Finance:

- **Intake Extension Project**
  A review of change orders and associated costs is underway, a meeting with the prime consultant has been requested.
- **TakeChargeNL**
  Council approval will be sought to apply to TakeCharge NL for LED lighting improvements for Town Garages.

2. Occupational Health & Safety (OH&S):

- Fit testing for staff is being coordinated to ensure all required personnel are compliant.
- Chainsaw chaps purchased for trail clean up crew.

3. Community Safety & Security:

- A status report on pest control activities at J.R. Smallwood Blvd indicates that some rodents have been feeding on the bait and the bait stations will be left in place for 2 more weeks.

4. Public Works (PW):

- Review of Wastewater Treatment Plant reporting, inspection, and maintenance planning is underway.
- Water Treatment Plant - New Chlorine Regulators to be installed this week.
- Work continues on the Middle Brook/Wards Lane area water pressure enhancement project, expect quote for the work early next week.
- Some electrical/lighting repairs and upgrades are completed at Treatment Plant 1.
- Quotes are being gathered for shingle replacement or metal roofing at Treatment Plant #1.
- Garage door replacement costs were submitted to Canada Community-Building Fund for approval.
- Smiths Road Improvements Design Review meeting requested with Englobe.
- Storm Surge Road Damage - An information memo has been completed for PW Committee
- Flooding concerns near the old pizza location have been discussed with resident and we are working on a solution and cost estimate.
- Steel will arrive this week for loader bucket repairs/welding.
- The order for the generators was placed on March 3rd, 2026. We expect the delivery of the generators and transfer switches around May 8th, and I will provide a confirmed arrival

date as soon as it is available. We anticipate the contractor mobilizing to the site to begin construction in late May or June, depending on site conditions in Gambo.

- Park and Trail dead fall clean up begins this week.

6. The Big Picture 2026

- Work is underway on project identification, scoping, and tracking for the 2026 capital and operational planning cycle. Staff are meeting every 2 weeks to collaborate and discuss.

Mayor's Report:

- He advised that he held meetings with ten residents regarding concerns since the last meeting.
- He noted that more markers and ribbons are required on Bayview Road.
- It was noted that Stephen, Town Manager, had a meeting with the Department of Transportation and Infrastructure regarding the road damages caused by the Storm Surge in January 2025 and that based on this meeting it would be the end of August before any repairs are completed as it is still in the design stage. Stephen, Town Manager, will gather quotes on armor stone for Bayview Road.
- Councillor Penney noted that the grading on Bayview Road has the same issue as snow clearing.
- He discussed the garbage and scrapped vehicles on certain properties within town. He suggested that letters be written to the property owners to cleanup and if they don't, then Council will proceed to remove the garbage and wrecks and back charge the property owner as we have the rules and regulations to do this.
- He added that we must start the disconnection of water and the capping of sewer due to the amount of outstanding taxes.
- He discussed the snow clearing of David Smallwood Park for the winter.

Resolution: 2026-04-27-113 (D. Taylor & M. Cooze) Be it resolved to adjourn the meeting at 8:18 pm.

In Favor: Mayor P. Lush,
Councillors M. Cooze, C. Kean, M. Osmond, T. Penney, D. Taylor

Opposed: 0

Conflict of Interest: 0

Resolution Carried

Mayor

Town Clerk