

## The Town of Gambo

A Regular Meeting of the Town Council of Gambo was held on April 6<sup>th</sup>, 2020 at the Gambo Town Hall, Gambo, NL.

Minutes of the Regular Meeting of the Town of Gambo held on April 6<sup>th</sup>, 2020 at the Gambo Town Hall, Gambo, NL.

### Members in Attendance

Mayor Craig Lush  
Deputy Mayor Darren Dyke  
Councillor Desiree Hopkins (via conference)  
Councillor Lori Moss (via conference)  
Councillor Peter Lush (via conference)  
Councillor Mark Stockley (via conference)  
Councillor Nathan Philp (via conference)  
Town Clerk/Manager, Lorne Greene

### Members Absent

### Visitors

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**Mayor Lush called the meeting to order at 6:31 pm.**

Councillor Hopkins requested to add the following items to the Agenda:

- Middle Brook Trail System
- Public Meetings

**Motion: 2020-04-06-083 (D. Dyke & M. Stockley)** to approve the Agenda of April 6<sup>th</sup>, 2020 with the addition of the above-noted items.

In Favor: Mayor C. Lush  
Deputy Mayor D. Dyke  
Councillors L. Moss, D. Hopkins, P. Lush, N. Philp & M. Stockley

Opposed: 0

Abstaining: 0

Motion Carried

**Motion: 2020-04-06-084 (D. Hopkins & M. Stockley)** to approve the minutes of the Regular Council Meeting of March 25<sup>th</sup>, 2020 as presented.

In Favor: Mayor C. Lush  
Deputy Mayor D. Dyke  
Councillors L. Moss, D. Hopkins, P. Lush, N. Philp & M. Stockley

Opposed: 0

Abstaining: 0

Motion Carried

### Business Arising From the Minutes:

No business arising from the minutes.

**New Business:**

*Item: Middle Brook Trail System* – There was a discussion held on safe-distancing for users of the trail system. It was suggested to place an ad to the residents of town with the requirement to begin walking the trail at the Splash Pad entrance so as to ensure minimal contact with others walking the trail.

*Item: Public Meetings* – It was discussed that Municipalities Newfoundland and Labrador are recommending the postponing of regular Council meetings in light of COVID-19 and if the need arises to hold a meeting then it should be conducted by conference call, livestreamed and limited to one meeting a month. Lorne gave an overview of the recommendations from Municipalities Newfoundland and Labrador regarding the purchasing of a licence to have the capability to conduct conference calls and to allow the meeting to be public.

**Motion: 2020-04-06-085 (D. Dyke & P. Lush)** to approve the purchase of two licences to have the capability to conduct conference calls for regular Town Council meetings at a cost of \$1200 annually.

In Favor: Mayor C. Lush  
Deputy Mayor D. Dyke  
Councillors L. Moss, D. Hopkins, P. Lush, N. Philp & M. Stockley

Opposed: 0

Abstaining: 0

Motion Carried

*Item: Vendor Aged Trial Balance* –

**Motion: 2020-04-06-086 (D. Dyke & P. Lush)** to approve the Vendor Aged Trial Balance in the amount of \$21,927.96.

In Favor: Mayor C. Lush  
Deputy Mayor D. Dyke  
Councillors L. Moss, D. Hopkins, P. Lush, N. Philp & M. Stockley

Opposed: 0

Abstaining: 0

Motion Carried

*Item: Accounts Payable Cheque Register* –

**Motion: 2020-04-06-087 (D. Dyke & D. Hopkins)** to approve the Accounts Payable Cheque Register in the amount of \$22,723.67.

In Favor: Mayor C. Lush  
Deputy Mayor D. Dyke  
Councillors L. Moss, D. Hopkins, P. Lush, N. Philp & M. Stockley

Opposed: 0

Abstaining: 0

Motion Carried

Item: Town clerk/Manager's Travel Claim –

**Motion: 2020-04-06-088 (D. Dyke & D. Hopkins)** to approve the Town Clerk/Manager's Travel Claim in the amount of \$491.10 for the quarter January – March 2020.

In Favor: Mayor C. Lush  
 Deputy Mayor D. Dyke  
 Councillors L. Moss, D. Hopkins, P. Lush, N. Philp & M. Stockley

Opposed: 0

Abstaining: 0

Motion Carried

**Correspondence:**

Council Meeting Correspondence April 6th, 2020			
Received from	Received on	I / A	Details
Department of Municipal Affairs and Environment	March 25	I	Updates to Municipal Water, Sewer and Roads Master Construction Specifications
Department of Municipal Affairs and Environment	March 25	I	COVID-19 - Municipal States of Emergency
Department of Municipal Affairs and Environment	March 25	I	Booster Pump Upgrades - Pine Tree Road
Department of Municipal Affairs and Environment	March 27	I	Letter to Municipalities Newfoundland & Labrador
Canadian Heritage	February 28	I	Smallwood Days Festival Grant - \$10,700
DMG Consulting Ltd.	April 2	I	Project Summary
RCMP - Glovertown Detachment	April 2	I	Monthly Policing Report
Circular - Department of Municipal Affairs and Environment	April 2	I	Revised Version of SGC 19.2
Miles for Smiles Foundation	March 30	A	Proclamation April 2020 - Child Abuse and Neglect
Department of Municipal Affairs and Environment	March 31	A	Request to Engage Prime Consultant - Lift Station Upgrades

**Item: Booster Pump Upgrade Project** – Councillor Stockley inquired as to the start date of this project. Lorne advised that the contract has been awarded to Rodco Mechanical (2014) Ltd. and DMG Consulting Ltd. are awaiting the required correspondence such as the Site Specific Safety Plan including COVID-19 policies before the contract can be signed and started.

**Item: Request to Engage Prime Consultant – Lift Station Upgrades Project** – Councillor Lush asked if we had to make a motion to assign DMG Consulting Ltd. as the Prime Consultant for this project. Lorne advised that it was motioned in the fall and that a Prime Consultant Agreement had been sent to the Department of Municipal Affairs and Environment for review and approval.

**Item: Proclamation – April 2020 – Child Abuse Prevention Month.**

**Motion: 2020-04-06-089 (D. Dyke & M. Stockley)** to proclaim the month of April 2020 as Child Abuse Prevention Month in the Town of Gambo.

In Favor: Mayor C. Lush  
Deputy Mayor D. Dyke  
Councillors L. Moss, D. Hopkins, P. Lush, N. Philp & M. Stockley

Opposed: 0

Abstaining: 0

Motion Carried

**Finance Committee:**

Report completed earlier.

**Public Works Committee:**

**Item: Crown Land Referral Application 156620** – A discussion was held regarding the removal of the initial application with Application No. 156498 for 49 hectares of land located at Traverse Pond. It was further discussed this application has been submitted for 44.5 hectares of land at Dark Cove Pond to replace the initial application.

**Motion: 2020-04-06-090 (P. Lush & D. Dyke)** to approve the Crown Land Referral Application No. 156620 for the land only with the stipulation that a business application will have to be submitted to Council before any work or business activity commences in the area. It was further stipulated that the initial application No. 156498 would have to be withdrawn.

In Favor: Mayor C. Lush  
Deputy Mayor D. Dyke  
Councillors L. Moss, D. Hopkins, P. Lush, N. Philp & M. Stockley

Opposed: 0

Abstaining: 0

Motion Carried

**Administration Committee:**

**Item: Staff Overview** – Councillor Lush asked Lorne to provide an update to Council on the current staffing levels. Lorne gave an overview of the current operations including staffing and financial matters.

**Motion: 2020-04-06-091 (D. Hopkins & D. Dyke)** to move into a Privileged Meeting at 7:13 pm.

In Favor: Mayor C. Lush  
Deputy Mayor D. Dyke  
Councillors L. Moss, D. Hopkins, P. Lush, N. Philp & M. Stockley

Opposed: 0

Abstaining: 0

Motion Carried

**Motion: 2020-04-06-092 (D. Dyke & M. Stockley)** to move into a Regular Meeting at 7:27 pm.

In Favor: Mayor C. Lush  
Deputy Mayor D. Dyke  
Councillors L. Moss, D. Hopkins, P. Lush, N. Philp & M. Stockley

Opposed: 0

Abstaining: 0

Motion Carried

**OHS Committee:**

- Harassment Prevention Plan – A plan will need to be developed to conform to the new legislation of January 1<sup>st</sup>, 2020.
- The first quarter inspections (January – March) have been completed. The smoke detectors at the Walsh House are missing and need replacement.
- The OHS Committee training scheduled for May will likely be cancelled due to COVID-19.
- The OHS Plan and Regulations need to be reviewed and updated.
- There are safety documents that need to be reviewed with Council on the responsibilities of principal contractor, consultants and contractors.
- There is training required on the gas detection machine.

**Emergency Planning Committee:**

- There was a discussion on the declaration of a State of an Emergency. It was noted that a municipality does not have the authority to declare a State of an Emergency in the current situation of COVID-19.
- A manual will be sent to all municipalities for inclusion in our Emergency Preparedness Plan on the issue of a Public Health Emergency.

**Regulations Committee:**

No Report

**Age-Friendly Committee:**

No Report

**Communications Committee:**

No Report

**Liaison Reports**

**Recreation:**

No Report.

**Fire Department:**

The Fire Department has received some personal protective equipment from Fire and Emergency Services so therefore; they will be able to assist the local ambulance service if required.

**Festivals:**

No Report.

**SEDCOR:**

They are placing historical information on SEDCOR's Facebook page.

**Dover & Area Family Coalition:**

No report.

**Smallwood Academy:**

No report.

**Gambo Public Library:**

No report.

**Town Clerk/Manager Report:**

- The revised ACOA Proposal has been completed. The meeting has been postponed.
- I have not received any further correspondence from the purchaser of the property located at 73 Pine Tree Road.
- The dredging operations are still underway at the Gambo South Treatment Plant. Doug has dredged to the low-water mark with a couple of more days required to finish and cleanup. We are at the point that we need a pump or let the tide look after it. There will be some further work required when the ice has melted. Doug has been there for approximately 40 hours.
- I have spoken with Wilf Maloney, Regional Engineer, and he is hoping to have the RFP for the Wastewater started this week. He has sent me two documents regarding safety and he would like Council to take the documents for review so that everyone is aware of their responsibilities as it relates to safety and the Capital Projects.
- The next meeting will be April 20<sup>th</sup>, 2020.

**Mayor's Report:**

- Mayor Lush is advising that everyone is putting forth their best effort to stay safe. He is suggesting that we all work from email and hold the meetings via conference call.

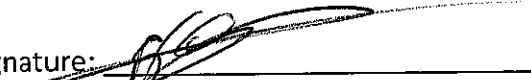
**Motion: 2020-04-06-093 (D. Dyke & P. Lush) to adjourn the meeting at 7:46 pm.**

In Favor: Mayor C. Lush  
Deputy Mayor D. Dyke  
Councillors L. Moss, D. Hopkins, P. Lush, N. Philp & M. Stockley

Opposed: 0

Abstaining: 0

Motion Carried

Signature:   
Mayor

Signature:   
Town Clerk/Manager