

The Town of Gambo

A Regular Meeting of the Town Council of Gambo was held on October 5, 2020 at the Gambo Town Hall, Gambo, NL.

Minutes of the Regular Meeting of the Town of Gambo held on October 5, 2020 at the Gambo Town Hall, Gambo, NL.

Members in Attendance

Members Absent

- Mayor Craig Lush
- Deputy Mayor Darren Dyke
- Councillor Desiree Hopkins
- Councillor Lori Moss
- Councillor Peter Lush
- Councillor Mark Stockley
- Councillor Barb Pritchett
- Town Clerk/Manager, Lorne Greene
- Admin Clerk, Cindy Collins

Visitors

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

Welcome and congratulations to Barb.

Lorne advised that a By-Election was held on September 29th, 2020, with five candidates for the vacant seat of one Councillor; Barb Pritchett was the successful candidate with 202 votes. Barb read and completed her Oath of Office.

Lorne requested to add the following item to the Agenda:

- Asphalt Recycler Tender

Councillor Stockley requested to add the following item to the Agenda:

- SAM Convention – will discuss during SEDCOR report

Motion: 2020-10-05-197 (D. Dyke & M. Stockley) to approve the Agenda of October 5th, 2020 with the above noted additions.

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

Opposed: 0

Abstaining: 0

Motion Carried

Motion: 2020-10-05-198 (D. Hopkins & L. Moss) to approve the minutes of the Regular Council Meeting of September 14th, 2020 as presented.

In Favor: Mayor C. Lush
 Deputy Mayor D. Dyke

Councillors L. Moss, D. Hopkins, P. Lush, B. Pritchett & M. Stockley

Opposed: 0
Abstaining: 0
Motion Carried

Business arising from the Minutes:

- Councillor Hopkins enquired as to whether or not correspondence was received relating to Beothuck Cres. Lorne advised that a preliminary ad is out advising the public of the change and no correspondence, concerns or complaints have been received.
- Councillor Hopkins enquired as to the details of Council's meeting with SEDCOR. Lorne advised that it was a positive meeting. Councillor Pritchett advised that the Manager and students that were hired this year did a great job in completing the work that SEDCOR had wanted to complete.

Item: Pond's Mill Story Board Relocation Request – It was discussed and decided to temporarily relocate the story board until a cleanup of the area can be completed and to add a sign advising of the actual location of the old mill. It was further discussed to look at funding that may be available to complete the cleanup. Correspondence will be sent to the Family proposing this idea and requesting suggestions for a temporary location for the story boards.

Mayor Lush left the meeting at 6:42 pm due to conflict of interest and gave the Chair to Deputy Mayor Dyke.

Item: Sale of Asphalt Recycler – Lorne advised that there were two bids received on the item; \$1001.00 (B. Collins) and \$2501.00 (Auto Plus).

Motion: 2020-10-05-199 (D. Hopkins & L. Moss) to accept the purchasing bid of \$2501.00 + HST from Auto Plus for the procurement of the Asphalt Recycler.

In Favor: Deputy Mayor D. Dyke

Councillors L. Moss, D. Hopkins, P. Lush, B. Pritchett & M. Stockley

Opposed: 0
Abstaining: 0
Motion Carried

Mayor Lush returned to Chair the meeting at 6:43 pm.

Item: Committee Structure – Mayor Lush proposed the following committee structure:

- Finance: Councillor Lush (Chair) and Councillor Hopkins
- Public Works: Deputy Mayor Dyke (Chair) and Councillor Pritchett
- Administration: Councillor Stockley (Chair) and Councillor Moss
- Regulations: Councillor Hopkins (Chair) and Councillor Stockley
- OHS: Councillor Moss (Co-Chair)
- Emergency Planning: Councillor Pritchett (Chair) and Deputy Mayor Dyke
- Age Friendly: Councillor Moss (Chair) and Councillor Hopkins
- Communications: Councillor Pritchett (Chair) – Councillor Moss advised that she would like to continue with Communications as well.
- Recreation Liaison: Councillor Stockley
- SEDCOR Liaison: Councillor Pritchett – If the Chair of SEDCOR is able to be the liaison

as well.

- Fire Department: Deputy Mayor Dyke
- Festival & Events: Councillor Moss
- Gambo Public Library: Councillor Hopkins
- Smallwood Academy: Youth Representative Colby Parsons

Motion: 2020-10-05-200 (P. Lush & D. Dyke) to approve the new committee structure as presented.

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

Opposed: 0

Abstaining: 0

Motion Carried

Correspondence:

Council Meeting Correspondence			
Received from	Received on	I/ A	Details
Municipalities Newfoundland and Labrador	Sept 14	I	Municipalities Take Their Seat at the Table to Provide Input on changes to the Federal Wastewater Regulations
Department of Environment, Climate Change and Municipalities	Sept 17	A	2020 Fall Municipal Training Circular
Municipalities Newfoundland and Labrador	Sept 17	I	Safe Restart Finding Announced for Newfoundland and Labrador
Central Health Communications	Sept 18	A	Annual General Meeting - The Board of Trustees
Wilderness and Ecological Reserves Advisory Council	Sept 24	I	A Home for Nature: Protected Areas Plan for the Island of Newfoundland Information on Areas Being Proposed
Town of Gander - Engineering Department	Sept 28	A	Region-wide ATV Trail System
Evelyn Peckford - Heritage Committee	Sept 28	A	Sets of Train Wheels
Municipalities Newfoundland and Labrador	Oct 1	A	Ministerial Town Hall at the Virtual Conference
The Department of Environment, Climate Change and Municipalities	Oct 2	A	Webinar: Coastal Change in Newfoundland and Labrador: A handbook for Policy Makers and the Public

Department of Transportation and Infrastructure.	Oct 2	I	Regional Contacts
Department of Transportation and Infrastructure	Oct 2	I	Asphalt Deadline

Item: Municipal Training Schedule – Councillor Hopkins advised that she would like to do the Budget Training that is scheduled for October 14th.

Item: Town of Gander; Regional ATV Trail for Kittiwake Coast – It was discussed that Council would be interested in being a part of this initiative. It was noted that the old highway could be an option for a Gambo-Hare Bay connection. Correspondence will be sent advising of our interest.

Item: Correspondence re: Train Wheels – This correspondence includes a request to restore and place old trail wheels around the community. Councillor Pritchett advised that this request did not go through SEDCOR. It was discussed and decided to defer this request.

Item: MNL Virtual Town Hall – This is occurring during the virtual MNL Conference. There is currently no interest in attending.

Item: Dept. of Environment, Climate Change and Municipalities; Coastal Change in NL Webinar – Councillor Pritchett advised that she will attend this webinar.

Finance:

Item: Arts & Heritage Grant – Due to the impact that COVID-19 had on many Festivals this year, the Arts & Heritage Division is allowing grant recipients to spend the money on other festival related expenses such as:

- Repairs to the festival tent and cleaning;
- Social distancing signs;
- Purchase and installment of sanitizing stations;
- Purchase of fencing and gates.

It was noted that upgrades to the stage/lighting/vendor huts may be considered if they were COVID related and not just for looks.

Item: David Smallwood Municipal Park Revenue for 2020 – As calculated by the agreement stated in the Park Contract, Council’s portion of the revenue from the 2020 season is \$6698.97.

Motion: 2020-10-05-201 (P. Lush & D. Hopkins) to accept Council’s portion of revenue from the David Smallwood Municipal Park 2020 tourism season in the amount of \$6698.97.

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

Opposed: 0

Abstaining: 0

Motion Carried

Item: Compost Bins – In conjunction with Glovertown, Lorne has ordered 40 compost bins for 2021; 20 will be for us and 20 will be for Glovertown. They were ordered at a cost of \$21.99 plus HST each.

Item: Government of NL Letter of Financing; Regional Development Fund Program – The Acceptance Letter of Financing is in the amount of \$19,293.75 and represents the Provincial share of the ACOA Project Funding; ACOA's portion is 65%, the Province of NL's portion is 25% and our required portion is 10%.

Motion: 2020-10-05-202 (P. Lush & D. Hopkins) to accept the Letter of Financing as presented.

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

Opposed: 0

Abstaining: 0

Motion Carried

Item: Request from SUF Lodge; Tax Review – It was recommended to defer this item to 2021 Budget discussions.

Item: PCA for Project #17-GI-21-00066, WWTP Upgrades and Outfall Extension – In the amount of \$45,605.44.

Motion: 2020-10-05-203 (P. Lush & D. Hopkins) to accept the Prime Consultant Agreement for Project #17-GI-21-00066; WWTP Upgrades and Outfall Extension in the amount of \$45,605.44.

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

Opposed: 0

Abstaining: 0

Motion Carried

Item: PCA for Project #17-RNC-21-00019, Gambo Pine Tree Road Storm Water Upgrades – In the amount of \$27,253.22.

Motion: 2020-10-05-204 (P. Lush & D. Hopkins) to accept the Prime Consultant Agreement for Project #17-RNC-21-00019; Gambo Pine Tree Road Storm Water Upgrades in the amount of \$27,253.22.

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

Opposed: 0

Abstaining: 0

Motion Carried

Item: 6 Lane's Road – Unable to sell at the moment. Further information is required.

Item: Change Order #2; Pioneer Street Extension – In the amount of \$18,015.33.

Motion: 2020-10-05-205 (P. Lush & D. Hopkins) to accept Change Order #2 for the Pioneer Street Extension Project in the amount of \$18,015.33.

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

Opposed: 0

Abstaining: 0

Motion Carried

Item: Financial Overview – The Town is in a decent position financially.

Item: Accounts Receivable Adjustments – Home based business closures and a Poll Tax requires a cumulative adjustment in the amount of \$1152.56.

Motion: 2020-10-05-206 (P. Lush & D. Hopkins) to accept the accounts receivable adjustments in the amount of \$1152.56.

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

Opposed: 0

Abstaining: 0

Motion Carried

Item: Vendor Aged Trial Balance – In the amount of \$25,820.64.

Motion: 2020-10-05-207 (P. Lush & D. Hopkins) to approve the Vendor Aged Trial Balance in the amount of \$25,820.64.

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

Opposed: 0

Abstaining: 0

Motion Carried

Item: Accounts Payable Cheque Register – In the amount of \$191,868.50.

Motion: 2020-10-05-208 (P. Lush & D. Hopkins) to approve the Accounts Payable Cheque Register in the amount of \$191,868.50.

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

Opposed: 0

Abstaining: 0

Motion Carried

Item: Tax Collection Stats – On par with other years.

Public Works:

Item: Road Maintenance at 145 J.R. Smallwood Blvd. – It was discussed that we are still unable to find any information declaring this driveway as a Town road but it is noted on an old survey. It was further discussed that this should not be a public road and that we should look at the process of decommissioning it as one if proof is found. In addition to this, it was noted that there could be an extra level of liability on us if we are providing road maintenance on a road that is not ours.

Item: Paving of Marine Drive and Cabot Road – Our engineers are recommending that the necessary ground work be completed this year to allow any settlement to occur.

Motion: 2020-10-05-209 (M. Stockley & B. Pritchett) to approve the necessary ground work for Marine Drive and Cabot Road to be completed this year in preparation for the paving in the spring.

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

Opposed: 0

Abstaining: 0

Motion Carried

Item: 2021-2022 Municipal Infrastructure Applications – Public Works is suggesting the following:

- Repairs to the Water Intake
- Lift Station Upgrades

Motion: 2020-10-05-210 (M. Stockley & D. Dyke) to approve the Municipal Infrastructure Application as follows:

- 1) Repairs to the Water Intake
- 2) Lift Station Upgrades

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

Opposed: 0

Abstaining: 0

Motion Carried

Item: Request for Grading from the Gambo Pond Remote Cabin Association – Public Works is suggesting to deny this request. It was discussed and decided that it is not a practice of Council to be competing with local businesses.

Item: Lighting at the Track & Field – Newfoundland Power is unable to install lighting as we are unable to prove ownership of the land. Further work is required.

Item: Surplus Equipment; Dept. of Transportation and Works – Doug will be looking at the vehicle list to see if there is anything suitable for our needs.

Item: Ditching Request at 500 J.R. Smallwood Blvd. – It was noted that the ditch at this location is not our responsibility. It is recommended that the resident contact a private contractor to complete the work for them.

Item: Discretionary Notice; 383 J.R. Smallwood Blvd. – Deputy Mayor Dyke questioned Conflict of Interest relating to his employment. It was discussed that while there was no direct financial benefit to him with the nature of the application, it would be best to step out as he is an employee of the business to be discussed. Deputy Mayor Dyke left the meeting at 7:41 pm. Lorne advised that he received a request for further information from one resident with noted concerns; however, once provided with additional information, there was no objections to the development.

Motion: 2020-10-05-211 (M. Stockley & P. Lush) to approve the application for an extension to an existing commercial building located at 383 J.R. Smallwood Blvd.

In Favor: Mayor C. Lush
Councillors L. Moss, D. Hopkins, P. Lush, B. Pritchett & M. Stockley

Opposed: 0

Abstaining: 0

Motion Carried

Deputy Mayor Dyke returned to the meeting at 7:42 pm.

Item: Discretionary Notice; 14 Bonaventure Ave. – Lorne advised that no representation was received at the office regarding this application and request for variance.

Motion: 2020-10-05-212 (M. Stockley & D. Dyke) to approve the application for the construction of a garage at 14 Bonaventure, including the request for variance to have the garage located in the frontyard of the property.

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

Opposed: 0

Abstaining: 0

Motion Carried

Administration:

Item: Walsh House JCP Project – There are currently 2 employees working on the project. Lorne has contacted additional applicants to fill the remaining positions.

Item: Mechanic's Position – This position will not be filled at this time. The committee will reevaluate in 3 to 4 months.

Item: COVID-19 Discussions – A reminder to everyone to continue to be vigilant when out around; follow social distancing protocols, wear ppe when applicable, etc.

It was noted that Mr. Granter, Utility Worker, has another 2 weeks of work left to complete for this season and that Mr. Paul, Maintenance Worker, finished last week.

Councillor Lush advised that he is hopeful that the Committee will hear from the Union Rep regarding contract discussions in the near future.

OHS:

Employees will be doing the training for the Gas Detection machine online.

The first draft of the Harassment Prevention Plan is drafted and being reviewed.

All buildings that are currently utilized by staff have been equipped with sanitizing stations. Others will be equipped as necessary. Councillor Hopkins requested that the Playground area be included in that as well. Lorne advised that there are extras and that he will have employees do this.

Emergency Planning:

No report.

Regulations:

Water and Sewer Regulations are being reviewed as well as Meeting Procedures.

Age Friendly:

No report.

Communications:

No report.

Liaison Reports

Recreation:

No report. There is a meeting scheduled for tomorrow night.

Fire Dept:

They were successful in getting another moose.

They have gained a new member, Dylan Granter, but have lost one as well.

Festivals:

No report.

SEDCOR:

Councillor Stockley advised that he was unable to attend the last meeting.

SAM Meeting:

- Councillor Stockley was appointed as Secretary again.
- WERAC; SAM was not consulted on the process. They are not supporting this project at the moment as their membership is not supporting it.

Dover & Area Family Coalition:

No report.

Smallwood Academy:

No report.

Gambo Public Library:

No report.

Town Clerk/Manager Report:

- The repairs to the Cenotaph have been completed and the area looks nice.
- The RFP for the ACOA Proposal is ready for release. The timeline for the placement of the RFP is three weeks.
- Amy, Recreation Director, is planning a haunted hike on the Middle Brook Trail instead of a Haunted House this year. It will be two evenings and she has planned to have people set up on the trail to tell ghost stories.
- The final payment for the Brustin's Award has been issued and the Brustin's have been notified.
- Still waiting to receive the third quote for the brush cutting in Gambo South.
- There was a meeting with the Mayor and the MHA regarding a Rescue Vehicle for the Fire Department. There was also a discussion on the remaining monies from the Lift Station Project and the next application for the Wastewater.
- The By-Election was held on September 29th, 2020 with five candidates.
- The Salvation Army Men's Fellowship is requesting permission to clean out the Cemetery at Doloman's Point. This area is a designated Municipal Heritage Site; Andrea O'Brien of Heritage NL agrees that this is a good project to get done providing that no ground is disturbed and Council is in agreement. She has agreed to talk to the group and provide the guidelines to do the work. Lorne advised that Clay Cove is also included in this Heritage Site.
- The Clean-Up Days went well. There was a crowd and many positive responses. There are currently approximately 30 people on the list for curbside pickup.
- Walsh House JCP – the roof has been completed, the windows have been replaced and the painting has begun.
- DMG is advising that the tenders for the paving of Marine Drive and Cabot Road will be released in January of 2021 for paving in the spring.
- Rodco Mechanical will be onsite on October 14th to complete the tie-in of the booster pumps. The water in the area of Pine Tree Road will have to be shut down for the day.
- The contract with Rodco Mechanical for the Lift Station Upgrade Project is ready for signing.
- The materials are here to complete the repairs to the water intake. We are waiting to be

- advised on the schedule of the Diving Company.
- DMG has assessed Joey's Lookout and have discovered the problem. They will be sending two cost estimates for the repairs; one for the structural repairs and the second for the board replacements.
 - The guide wire at the Pioneer Street Extension has not been relocated as of yet. The Easement Documents for the new pole for the guide wire have been signed by the property owner and returned to NL Power. The information has been sent to the pole contractor but we have not received a timeline on the movement yet.
 - The next Regular Scheduled Meeting will be October 19th, 2020.

Mayor:

- There have been good things happening around Town lately.
- Hopefully we will be able to get the brush cutting done soon
- Thank you again to Barb for coming back.
- A further review of the committees can be done at a later date and discussions can be held on changes if needed.

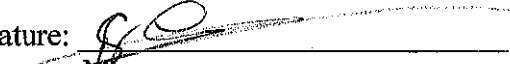
Motion: 2020-10-05-213 (P. Lush & D. Dyke) to adjourn the meeting at 8:08 pm.

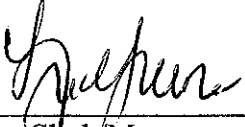
In Favor: Mayor C. Lush
Deputy Mayor D. Dyke
Councillors L. Moss, D. Hopkins, P. Lush, B. Pritchett & M. Stockley

Opposed: 0

Abstaining: 0

Motion Carried

Signature: 
Mayor

Signature: 
Town Clerk/Manager