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## Minutes of Council Meeting

Town Hall July 9, 2019 7:00 p.m.

Present:	Mayor	Betty Clarke
	Councillors:	Stephen Hollett
		Brian Hooper
		Perry Pond
		Kenneth Tucker
		Derek White
	Town Manager	Brian Peckford
	Town Clerk/Treasurer	Elaine Bursey
	Dir. Recreation & Tourism	Paul Ennis
	Supt. Public Works	Todd Champion
Regrets:	Deputy Mayor	Krista Freake

### **1. Call to Order**

Mayor Clarke called the meeting to order at 7:04 p.m. and expressed condolences to all involved in the recent tragedy regarding the Lush and Whiteway families.

### **2. Agenda**

19-136 Hollett/Hooper

Resolved to adopt the agenda as presented.

In favour: Mayor Clarke, Councillors Hooper, Hollett, Pond, Tucker and White.  
None opposed. Motion carried.

### **3. Minutes**

#### **3.1 Council Meeting June 25, 2019**

19-137 White/Hollett

Resolved to adopt minutes of the June 25, 2019 regular Council Meeting as presented.

In favour: Mayor Clarke, Councillors Hooper, Hollett, Pond, Tucker and White.  
None opposed. Motion carried.

### **4. Action Sheet**

- Gateway to North Sign Replacement – Pictures have been chosen, will be sent to Councillors to view; also awaiting pricing from Waterwerks Communications.

- Marina Lease – After unsuccessful attempts with Crown Lands, the Town Manager contacted MHA Derek Bennett who is trying to arrange a meeting between the Town and Transport Canada.
- Economic Diversification Strategy – Awaiting reply from Glen Blackwood (Marine Institute) re MED training.
- Funding Application for Youth Centre – Awaiting reply.
- Stadium Ice Plant – Proposals submitted to three engineering firms, July 22 closing date.
- Emergency Funding Application – Proposals submitted.
- Political Activity Policy – Concurrence to remove from Action Sheet.

## **5. Recreation/Tourism**

### **5.1 Updates by Recreation Director Paul Ennis**

- Stadium Floor - Completed, air ventilation system requires cleaning.
- Recreation Master Plan – Public survey will be released this week.
- Canada Day – Great success and well attended.
- Summer Program – Well underway, soccer program seeing great numbers.
- Mussel Bed Soiree – Additional sponsors still being approached.
- Green Team – Grant approved for three workers starting September.
- CEEP – Application submitted.

## **6. Economic Development**

Councillor Pond noted the Offshore Oil and Gas Marketing and Development Plan is progressing very well and meeting timeframes.

## **7. Lands**

### **7.1 Building Permit Application 19-060, 9B Council Road**

19-138 Hooper/Tucker

Resolved to approve Building Permit Application 19-060, 9B Council Road (extension to existing shed).

In favour: Mayor Clarke, Councillors Hooper, Hollett, Pond, Tucker and White.  
None opposed. Motion carried.

## **8. Public Works**

### **8.1 Proposed Development, North of Second Avenue**

19-139 Hollett/Pond

Whereas engineered drawings have been received for a proposed subdivision north of Second Avenue (private developer), it is resolved to seek an independent review to protect the Town's interests.

In favour: Mayor Clarke, Councillors Hooper, Hollett, Pond, Tucker and White.  
None opposed. Motion carried.

## **9. Protective Services**

### **9.1 Updates by Councillor Tucker**

- Fire Hall Extension Project - Going very well and meeting schedule.
- Paging System – Fire Chief Robert Fudge contacted Councillor Tucker noting minor issues. Contact will be made with a technician to resolve.

## **10. Finance**

### **10.1 Cheque Register**

19-140 White/Hollett

Resolved to approve cheques 39513 to 38540, excluding cheques 38520, 38529, 38535 and 38539.

In favour: Mayor Clarke, Councillors Hooper, Hollett, Pond, Tucker and White.  
None opposed. Motion carried.

### **10.2 Cheque 38539**

Councillor Pond declared a conflict of interest and left the meeting.

19-141 White/Hollett

Resolved to approve cheque 38539.

In favour: Mayor Clarke, Councillors Hollett, Hooper, Tucker and White.  
None opposed. Motion carried.

Councillor Pond returned to the meeting.

### **10.3 Cheques 38520, 38529 and 38535**

Councillor Tucker declared a conflict of interest and left the meeting.

19-142 White/Hollett

Resolved to approve cheques 38520, 38529 and 38535.

In favour: Mayor Clarke, Councillors Hollett, Hooper, Pond and White.  
None opposed. Motion carried.

Councillor Tucker returned to the meeting.

### **10.4 2018 Audited Financial Statements**

19-143 White/Pond

Resolved to approve the 2018 audited Financial Statements as prepared by Richard Power, CA.

In favour: Mayor Clarke, Councillors Hooper, Hollett, Pond, Tucker and White.  
None opposed. Motion carried.

## **10.5 Municipal Electronic Sign Policy**

19-144 White/Pond

Resolved to approve the following:

### **Municipal Electronic Sign Policy**

**Policy Statement:** The Town of Lewisporte is committed to providing government and community information to residents and visitors to the Town of Lewisporte by displaying events, functions and messages that both inform and enrich the community, while establishing appropriate use of the municipal electronic sign.

**Objective:** The Town of Lewisporte endeavors to ensure open, honest and clear communication regarding business of the town including use of the municipal electronic sign. The electronic sign will be used to disseminate information to residents and visitors displaying messages about public events, meetings and messages.

#### **The Town of Lewisporte Policy Statements:**

1. Unless otherwise directed by council, electronic sign content will be limited to municipal/community notices, directed by the following priority system:
  - a. Emergency messages such as water shut off
  - b. Meetings and/or events directly related to the Town of Lewisporte
  - c. Safety related messages such as Fire Prevention
  - d. General statements (i.e. Welcome Visitors, Drive Safely, etc.).
2. The following shall not be permitted to be displayed using municipal electronic sign:
  - a. Private sector messages including individual, group, organization or business
  - b. Promotion of political, factional or religious viewpoints
  - c. Events and/or functions open only to members of an organization
  - d. Non-essential ads such as time and temperature.
3. Electronic sign content shall be limited to a two week duration dependent upon the above priority system.
4. The electronic sign content shall be updated on the first work day of each week.

**Responsibilities:** The Finance Committee of Council is responsible for implementation and review of this document.

**Policy Review:** This policy will be reviewed annually and updated as required. Review is scheduled for September 2020.

In favour: Mayor Clarke, Councillors Hooper, Pond and White.  
Opposed: Councillors Hollett and Tucker  
Motion carried.

Councillors Hollett and Tucker opposed 2.d.

## 11. Other Committees and/or Business & Correspondence

### 11.1 Gas Monitoring Equipment

- Councillor Hooper reported the Lewisporte Fire Rescue (LFR) Executive met with a representative of MicMac Fire Safety (noting he was present as an Executive member and to gather information as a Councillor) for details on a gas monitoring piece of equipment.
  - LFR considering purchasing to aid in carbon monoxide detection and to benefit the Public Works Dept.
  - Cost is ~\$4500 (tax incl.); hoping Town to cost share 50/50.
- Councillor Hooper moved, Councillor Tucker seconded motion to cost share on 50/50 basis.
  - Councillor Hollett asked if Councillor Hooper was in conflict by being on the LFR Executive, Councillor Hooper stated he was asked to be there to represent Council.
  - Councillor Pond expressed this should have gone through the committee first.
  - Supt. Works Todd Champion advised he was told he could be present when a meeting was scheduled to discuss this equipment; however was not notified of the meeting and had concerns with the specific piece of equipment and wished to explore it further.
  - Councillor Hooper withdrew the motion and agreed to submit all the information to the Supt. Works.
- Town Manager Brian Peckford relayed that LFR considers the purchase to be an urgent matter.

19-145 Hooper/Tucker

Resolved to cost share on a 50/50 basis with Lewisporte Fire Rescue, the purchase of gas monitoring equipment (~\$4500.00, tax included) subject to review by the Supt. of Works for meeting the needs of the Public Works Dept.

Before voting, Councillor Hollett asked if Councillor Hooper is in conflict by being on the LFR Executive. Council concurred there was no conflict. Councillor Hooper stated he was asked to gather the information as a Councillor as Councillor Tucker was unable to be present at the meeting during which the equipment was discussed.

In favour: Mayor Clarke, Councillors Hooper, Hollett, Pond, Tucker and White.  
None opposed. Motion carried.

## 12. Adjournment

19-146 Hollett/Hooper

Resolved the meeting adjourn.

Time: 7:52 pm

In favour: Mayor Clarke, Councillors Hooper, Hollett, Pond, Tucker and White.  
None opposed. Motion carried.

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Betty Clarke, Mayor

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Elaine Bursey, Town Clerk/Treasurer