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## **Minutes of Council Meeting**

**April 6, 2021 7:00 PM. Via Zoom**

Present:	Mayor	Betty Clarke
	Deputy Mayor	Krista Freake
	Councillors:	Brian Hooper
		Kenneth Tucker
		Perry Pond
		Derek White
		Stephen Hollett
	Town Manager (Acting)	Todd Champion
	Town Clerk (Acting)	Elizabeth Elliott
Regrets:	Recreation and Tourism Manager	Ashley Ivany

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

Mayor Clarke called the meeting to order at 7:03 PM.

### **2. Approval of Agenda**

21-074 Hollett/Freake

Resolved to adopt the agenda as presented.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Pond, Tucker, Hollett and White.

Decision: Motion carried.

### **3. Minutes for Approval**

#### **3.1 Regular Council Meeting March 16, 2021**

21-075 White/Pond

Resolved to adopt the minutes of the Regular Council meeting of March 16, 2021, as attached.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Pond, Tucker, Hollett and White.

Decision: Motion carried.

#### **4. Recreation/Tourism Committee**

##### **4.1 Update by Deputy Mayor Freake**

Meeting held March 29.

- Stadium: Conversations around possible utilization of the stadium without ice are ongoing (i.e., ball hockey, walking track) updates to follow once Recreation/Tourism Manager investigates further. Stadium advertising policy will be updated later in the Spring. Portable ice plant has been returned.

##### **4.2 Stadium Retrofit Tender**

21-076 Freake/Hollett

Resolved to accept and award the Lewisporte Stadium retrofit tender to Talon Energy Services in the amount of \$425, 263.41 including HST.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Pond, Tucker and Hollett.

Opposed: Councillor White

Decision: Motion carried.

Deputy Mayor Freake noted that there are some timelines around the project, but the hope is to have the work completed prior to the next season opening pending things go as planned.

- Woolfrey's Pond Park: Scheduled opening May 20, 2021.
- Museum: Alternate locations are being explored for the dinner theatre in recognition that the museum building needs many upgrades. The status of the Heritage Centre Committee is being determined and if it is still active the museum/dinner theatre will work collectively with them.
- Summer Students: Approval for the Green Team Grant has been received. Awaiting approval for other student grants.
- Special Events: Congratulations extended to the winners of the snow sculpture contest.
- Community Garden Applications are ready and will be advertised later in the Spring.
- Request received from the Grad Class of Lewisporte Collegiate to use Town land and equipment. This will be discussed further based on Covid Alert Levels, capacity, etc.
- Mussel Bed Soiree: Plans will move forward in the coming weeks as if we are in Alert Level 2. Plans will be adjusted as needed.
- Bowling Alley: Open for rentals. Awaiting approval for league play from the Provincial Executive. Cost to be explored for an additional debit machine solely for the Bowling Alley rather than sharing the same machine used for Woolfrey's Pond Park.

**5. Economic Development Committee**

**5.1 Occupancy Permit 21-003HBB / 1 Veterans Drive**

21-077 Pond/Tucker

Resolved to approve Home Based Business Occupancy Permit No. 21-003HBB issued to Olga Keeping (Millionaires) at 1 Veterans Drive.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Pond, Tucker, Hollett and White

Decision: Motion carried.

**5.2 Occupancy Permit 21-002C / 393-397 Main Street**

21-078 Pond/Tucker

Resolved to approve Commercial Occupancy Permit No. 21-002C issued to Aimee Curlew (Belle Salon and Boutique) at 393-397 Main Street.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Pond, Tucker, Hollett and White

Decision: Motion carried.

**5.3 Occupancy Permit 21-004C / 343 Main Street**

21-079 Pond/Tucker

Resolved to approve Commercial Occupancy Permit No. 21-004C issued to White's Retirement Cottages Inc. at 343 Main Street.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Pond, Tucker, Hollett and White

Decision: Motion carried.

**5.4 Supply Power to Administration Building at Woolfrey's Pond Park**

21-080 Pond/Tucker

Resolved to bring power to the new administration building at Woolfrey's Pond Park at a cost of \$3500.00.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Pond, Tucker, Hollett and White

Decision: Motion carried.

**5.5 New Comfort Station at Woolfrey's Pond Park**

21-081 Pond/Tucker

Resolved to construct a new comfort station at Woolfrey's Pond Park at a cost of \$130,000.00.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Pond, Tucker, Hollett and White

Decision: Motion carried.

## **5.6 Update by Councillor Pond**

- A meeting was held March 25.
- Wharf Re-Development: Waiting on update from government.
- Oil and Gas Committee: Focusing on Gap Analysis to identify gaps in service and infrastructure that the Port of Lewisporte will need to address to compete in the offshore industry.
- Marina Business Plan: Working with consultant to identify opportunities that are achievable within the next year.
- Marina Land Transfer: Lease is up for renewal July 1, 2021. Working on a proposal to government for options to have the land transferred to the Town of Lewisporte. Appraisal work to be done over the next couple of months.
- Councillor Tucker gave an update on a Kittiwake Coast ATV Trail meeting that he recently attended along with several other communities in the Kittiwake Coast to discuss potential opportunities for the ATV business trail system throughout the region. There is significant interest both locally and outside the province. Communities have been asked to provide information on their trail system like maps, services, attractions, etc., which will be compiled into one package to represent and promote the Kittiwake Coast ATV Trail system. Objective is to have a regional approach and form a committee which will be spearheaded by the Town of Gander.

## **6. Lands Committee**

### **6.1 Update by Councillor Tucker**

Meeting was held March 24.

### **6.2 Railbed - Sale of parcels of Land**

- Intention has been to sell parcels of the railbed in the west end of Lewisporte once the ATV trail was complete. Surveys have been done and the Town is now ready to move forward with this process.

21-082 Tucker/White

Resolved to start the process, including advertising to the public, to sell the identified parcels of land in the area from Blue Ridge Outdoor Supply store to just north of Concrete Concepts.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Pond, Tucker, Hollett and White

Decision: Motion carried.

- Pelley Street, expropriation of land: Legal documents have been signed off by the Town recently and the next step is to move into the court process to resolve the matter.
- A request has been received from a business to purchase Town land on Stanhope Road and the request is being reviewed.
- Town Manager met with Newfoundland Power regarding a new powerline scheduled to come down from the upper end of Lewisporte towards Woolfrey's Pond. There is some concern with possible conflicts with town assets and the Town Manager is in correspondence with NL Power to work through any issues.

## **7. Public Works**

### **7.1 Update by Councillor Hooper**

Meeting scheduled for April 14.

- Tender for the pumphouse upgrade project has been issued with a closing date of April 12.
- Harbourview Terrace: Tender is in final stages of being completed. Goal is to complete the project in this construction season.
- Tender for new dump truck should be ready and issued in the coming days.
- Public works department continues to do patching work on asphalt as weather permits.

## **8. Protective Services**

### **8.1 Update by Councillor White**

Meeting scheduled for April 14.

- Elections for new Fire Chief to be held in the coming weeks.

## **9. Councillor Pond – Point of Clarification re: Perceived Conflict/A & B Construction**

- Councillor Pond stated that he is not in conflict with A & B Construction since there is no financial gain or loss for him with the company and requested a clarification motion to verify same.

Councillor Pond was removed from the virtual meeting through audio and visual disconnection.

21-083            White/Hooper

Resolved to remove any perceived conflict for Councillor Pond in relation to matters involving A & B Construction in following the definition of conflict of interest in section 207 of the Municipalities Act.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Tucker, Hollett and White

Decision: Motion carried.

Councillor Pond returned to the meeting.

**10. Finance/HR**

**10.1 Cheque Register**

21-084 Hollett/Hooper

Resolved to approve cheques numbered 000730 to 000761 totaling \$161,882.75.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Pond, Tucker, Hollett and White.

Decision: Motion Carried.

**10.2 Water Tax Exemption – 29 Viewmore Terrace**

21-085 Hollett/Hooper

An application was received for tax exemption under Council's policy of exempting Water and Sewer Taxes on properties that has not received these services for at least one year. This application meets the criteria of the policy.

Resolved to approve a water tax exemption for taxation year 2021 for property owned at 29 Viewmore Terrace.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Tucker, Hollett, Pond and White.

Decision: Motion Carried

**10.3 Water Tax Exemption – 103 Main Street**

21-086 Hollett/Hooper

An application was received for tax exemption under Council's policy of exempting Water and Sewer Taxes on properties that has not received these services for at least one year. This application meets the criteria of the policy.

Resolved to approve a water tax exemption for taxation year 2020 and 2021 for property owned at 103 Main Street.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Tucker, Hollett, Pond and White.

Decision: Motion Carried

**10.4 Water Tax Exemption – 278 Main Street**

21-087 Hollett/Hooper

An application was received for tax exemption under Council's policy of exempting Water and Sewer Taxes on properties that has not received these services for at least one year. This application meets the criteria of the policy.

Resolved to approve a water tax exemption for taxation year 2020 for property owned at 278 Main Street.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Tucker, Hollett, Pond and White.

Decision: Motion Carried

**10.5 Town Clerk/Treasurer Job Posting.**

The Town has advertised the position of Town Clerk/Treasurer and the job posting is on the Town Facebook page, the Town website and on indeed.com with a closing date of April 16 at 4:30 pm.

**11. Correspondence**

SMT & Mayors within Central Health Region Meeting – COVID-19 Minutes.

**12. Adjournment**

21-088 Hooper/Pond

Resolved that the meeting adjourn.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Pond, Tucker, Hollett and White.

Decision: Motion carried.

Time: 7.37 PM

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Betty Clarke, Mayor

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Elizabeth Elliott, Acting Town Clerk/Treasurer