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Minutes of Council Meeting

May 18, 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	Todd Champion
	Town Clerk (Acting)	Elizabeth Elliott
	Recreation and Tourism Manager	Ashley Ivany

1. Call to Order

Mayor Clarke called the meeting to order at 7:00 PM.

2. Approval of Agenda

21-112 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 April 27, 2021

21-113 White/Hooper

Resolved to adopt the minutes of the Regular Council meeting of April 27, 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

No meeting held.

- Stadium: Ball hockey rental reduced to once a week.
- Woolfrey's Pond Park: Wi-Fi upgrades are nearly complete and should increase speed from 2ghz to 5ghz. New registration building will be moved from the stadium to the park within a week and the building process will be completed on site. Preliminary drawings for the comfort station are nearing completion. The Town Manager is in consultation with Tract Consulting regarding issues with the location of the basketball court. Seasonal bookings have increased from last year and the park will be opening May 20.
- Summer programming: Order has been placed for Timbit's soccer uniforms and the program will be advertised in the coming weeks. Planning for summer programming will move forward once student grants are confirmed. We have been approved for 9 students from the Federal Grant but are still waiting for approval of Provincial grants.
- Softball Field: Town staff has been exploring options to improve current men's field or do a new field. To make either of the current field's regulation size, we would need to infringe on the stadium parking area or ski trail parking area. Mussel Bed overflow parking area may be the best option for a new softball field.

4.2 Softball Field

21-114 Freake/Hollett

Resolved to approve Mills and Wright Landscape Architecture Inc. to develop drawings for a new softball field at a cost of \$12,900.00 plus HST. This includes drawings, a survey and an electrical review. Proposed location for the new field is the Mussel Bed overflow parking area.

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

Decision: Motion carried.

- Special Events: Community gardens applications are now available. Get out and get active event was well received with other 60 entries. Planning of other events is ongoing such as drive-in bingo, community clean-up contest and drive-in movie. Sponsorship packages are being prepared for the Mussel Bed Soiree.

Bowling Alley: Closing for the season this week. Aiming to have electrical issues resolved prior to next season opening.

5. Economic Development Committee

5.1 Update by Councillor Pond

- A meeting was held May 6.
- Municipal Park: Over the next few months the committee will look at other components of the Business Plan that can be implemented based on the allocated budget.

- Marina Business Plan: Consultant is expected to have a draft Business Plan completed in the next couple of weeks.
- Marina Land Transfer: Appraisal has been actioned.
- Port Re-Development: Consultation with Transportation and Infrastructure and the consultant is ongoing, and the outlook is positive. MHA is working on setting up a meeting with Minister Loveless.
- Oil and Gas Committee: Recently met with a current port user to discuss ways to work together moving forward.

5.2 Vendor Permit / G.G. Meals on Wheels/Bruce Leyte (21-001V)

21-115 Pond/Tucker

Resolved to approve Vendor Permit No. 21-001V, G.G. Meals on Wheels as presented.

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

Decision: Motion carried.

6. Lands Committee

6.1 Update by Councillor Tucker

Meeting was held May 5.

- Railbed land that is for sale has been advertised and process is moving forward.

7. Public Works

7.1 Update by Councillor Hooper

No meeting held.

- Clean up week is scheduled for May 31 – June 4. The details for cleanup week were reviewed and will also be posted on the Town website and Facebook page.

8. Protective Services

8.1 Update by Councillor White

No meeting held.

- Lewisporte Regional Fire Rescue recently held an election for a Fire Chief and the Town Council would like to congratulate Mr. Lee Whiteway as the new Fire Chief.

8.2 Approval of New Fire Chief

21-116 White/Freake

Resolved to accept Mr. Lee Whiteway as the new Fire Chief for the Lewisporte Regional Fire Rescue.

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

Decision: Motion carried.

• Mayor Clarke thanked the former Fire Chief, Mr. Rob Fudge for his service and noted that Mr. Fudge is still a member of the Lewisporte Regional Fire Rescue.

9. Finance/HR

9.1 Cheque Register

21-117 Hollett/Hooper

Resolved to approve cheques numbered 000852 to 000920 totaling \$143,194.37 excluding cheques 000864, 000869, 000873, 000883, 000872, 000905 and 000871.

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

Decision: Motion Carried.

9.2 Cheques 000864, 000873 and 000883.

Councillor Tucker declared a conflict and was removed from the virtual meeting through audio and visual disconnection.

21-118 Hollett/Hooper

Resolved to approve cheque numbers 000864, 000873 and 000883.

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

Decision: Motion Carried

Councillor Tucker re-entered the virtual meeting.

9.3 Cheque 000869.

Councillor Hooper declared a conflict and was removed from the virtual meeting through audio and visual disconnection.

21-119 Hollett/Freake

Resolved to approve cheque number 000869.

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

Decision: Motion Carried

Councillor Hooper re-entered the virtual meeting.

9.4 Cheques 000871, 000872 and 000905.

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

21-120 Hollett/Hooper

Resolved to approve cheque numbers 000871, 000872 and 000905.

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

Decision: Motion Carried

Councillor Pond re-entered the virtual meeting.

9.5 2020 Gas Tax Audit

21-121 Hollett/Hooper

Resolved to accept the Audited Gas Tax Report on Revenue and Expenditures for the year ended December 31, 2020 as presented.

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

Decision: Motion Carried

- Budget to March 31, 2021 is on track with the exception of stadium maintenance which is over budget. However, there is enough allocated to stadium mechanical maintenance to cover off the deficit. Professional fees are 77% spent for the year but there are other areas where budget amounts may be able to be re-allocated to cover any deficits if needed.

10. Correspondence

10.1 Early Childhood Educators' Week

Early Childhood Educators' Week is May 30 to June 5, 2021. The Town of Lewisporte supports this initiative and a proclamation will be posted on the Towns Facebook page.

10.2 Municipal Assessment Agency/Clar Simmons Scholarship

Information on the 2021 Clar Simmons Scholarship was circulated.

11. Adjournment

21-122 White/Hollett

Resolved that the meeting adjourn.

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

Decision: Motion carried.

Time: 7:28 PM

Betty Clarke, Mayor

Elizabeth Elliott, Acting Town Clerk/Treasurer