



P.O. Box 219  
Lewisporte, NL A0G 3A0  
Phone (709) 535-2737  
Fax (709) 535-2695  
Website: [www.lewisportecanada.com](http://www.lewisportecanada.com)

## Minutes of Council Meeting

June 8, 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     |
|          | Administrative Assistant       | Elizabeth Elliott |
|          | Town Clerk                     | Coreen Colbourne  |
|          | Recreation and Tourism Manager | Ashley Ivany      |

Mayor Clarke opened the meeting applauding the residents of Lewisporte and surrounding areas for keeping a level head during the recent outbreak of covid-19 in our area, and for abiding by the level 4 guidelines set forth.

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

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

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

21-123 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 May 18, 2021**

21-124 White/Hollett

Resolved to adopt the minutes of the Regular Council meeting of May 18, 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.

Deputy Mayor Freake wanted to reiterate Mayor Clarke's comments, and add a thank you to our MHA – Derek Bennett, and the staff at Central Health for so quickly putting in place the testing centers in Lewisporte, the municipality felt very supported, during this time.

- Stadium: Ball hockey has decided not to return to their weekly rental, due to the recent outbreak of covid-19 at ball hockey in the week of June 17 - 21. The stadium is currently closed while at alert level 4.

- Woolfrey's Pond Park: The park is open, however it is very quiet since the outbreak of Covid-19. The recreation/tourism director reached out to tract consulting and should be getting the elevation drawings for the bathrooms sometime this week. The Wi-Fi is working well, campers seem pleased and we have had no complaints. The cost of a commercial Slushy machine for the new kiosk is being looked into, they cost approximately \$4500 plus tax and shipping, we are trying to get a quote from Slush Puppie as well. There are drainage issues in the area that the consultants told us to place the basketball court, we are looking into drainage options and determining what our best course of action should be. We have gotten quotes for the repairs to the Woolfrey's pond boardwalk and the train park trail.

##### **4.2 Softball Field**

- Mills and Wright have engaged Red Indian Surveyors to provide them with a survey for the overflow mussel bed area.
- There have been some questions as to why we choose this area that I will attempt to clear up:

The Men's Field: Is currently not regulation size, to make it regulation size we are going to have to extend the fencing significantly towards Bowater Avenue, this will reduce parking for the stadium and will make snow clearing options difficult. We would also have to engage NL power as we would need to move 3 light poles in that area. The drainage however it is not working well and we would have to redo the drainage system. The Men's field is not oriented correctly as the sun in the evening is an issue. To orient the field correctly we will need to have the batter near the playground. This created safety issues as there is potential for foal balls to land in the playground. By moving this field, we will have valuable recreation green space for use in the future and can potentially incorporate a splash pad, a larger dog park, or have much need parking.

The Women's Field: Is not regulation size and is smaller than the men's field. To make this field regulation size we would have to cut into the parking for the multi-use trail and remove the dog park. Drainage is also an issue on this field.

The Mussel Bed overflow parking: The land is cleared and ready to use. We will have to start fresh, however in reality we would have to do that no matter what field we decided to upgrade. We can ensure proper drainage. There are no safety concerns as it is not close to the playground and the fields are oriented towards the forest. There is room for lighting in the future and can be considered in the design.

- Special Events and Summer Programing: We have reached out to Best Kind Comedy Tour for potential entertainment for the Mussel Bed Soiree. They are interested in performing on Thursday August 5th , they are hoping to finalize their

summer schedule in early June. There are options for pricing, we can pay \$5000 and profit off tickets and bar sales, or we don't pay anything and they would profit off the ticket sales and we would profit off the bar sales.

- Interviews have been completed with the staff at the Conservation Corps for the Green Team. The regional supervisor is checking references.

- The deadline for the student summer positions was extended, as students could not apply in person due to Covid 19. The new deadline is June 9, 2021. We have still not heard from the provincial positions, hoping to hear something soon.

## **5. Economic Development Committee**

### **5.1 Business Occupancy Permits Approval**

21-125 Pond/Tucker

Motion to Approve Occupancy Permit; TW Concrete Inc./21-005C

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

Decision: Motion carried.

21-126 Pond/Tucker

Motion to Approve Occupancy Permit; Donna D. Young, Rick W. Young (Great Value Bucks)/21-006C

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

Decision: Motion carried.

### **5.2 Update by Councillor Pond**

- No meeting held

- Oil and Gas Committee – No meeting

Consultants continue to follow up on leads and initiatives that the Town wanted to pursue.

- Marina Business Plan: Business plans continue. Consultants suggested a couple of addendums to pursue, the committee will discuss which ones, if any, to include in the business plan. A new lease arrangement was received June 8, 2021, Transport Canada will be using figures based on value, rather than historical costs paid. In July, the lease will increase from several hundred, to tens of thousands of dollars.

- Marina Land Transfer: Tied into lease increase, hoping to have meeting with the MHA

- Port Re-Development: Consultation with Transportation and Infrastructure, and the consultant is ongoing.

- Oil and Gas Committee: Meeting with lead engineer from oil and gas consultants, looks positive. Budget 2021 may not have included funding to keep project moving without delays. A tentative meeting has been set up with the MHA and Minister Loveless.

Mayor Clarke had received a message from Synergy World Power, confirming that the company has signed a contract with the Wood Group for registration of the project.

**6. Lands Committee**

**6.1 Update by Councillor Tucker**

No meeting held.

21-127 Tucker/White

Motion to direct the Town's planning consultant to amend the zoning at 1 Woolfrey's Lane from residential to commercial. Re-zoning process will be followed including advertising to the public.

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

Decision: Motion carried

**7. Public Works**

**7.1 Update by Councillor Hooper**

No meeting held.

- This is public works staff's busy time, with recent isolation of various staff members, the Town is trying to play catch up with their schedule.
- Clean up week is now scheduled for June 14 -18, 2021. The guidelines for cleanup week have been posted on the Town website and Facebook page, residents are encouraged to have a look there, for any questions.
- Work is ongoing in the Pond Road area, to the water/sewer, asphalt and curbs, and is on schedule as far as the chair of the committee is aware, caution while in this area has been advised.
- There are a couple of other projects in the works, the committee is just waiting for the green light on those, from Municipal Affairs.

**8. Protective Services**

**8.1 Update by Councillor White**

No meeting held.

Mayor Clarke brought up the Town wanting to set up a health committee, Councillor White agreed that he would chair the committee and apply to the Community Advisory Committee to be a representative, it was thought that this committee would be of a regional nature, and that the Town Council might also want a health committee to look after the Town interests.

**9. Finance/HR**

Meeting held on June 1, 2021.

### **9.1 Deferral of Tax Due Date**

21-128 Hollett/Hooper

Motion to defer the tax due date to June 30, 2021.

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

Decision: Motion carried

### **9.2 Municipal Election; Apply for Mail-In Voting Option**

• Preparation for Municipal Elections are under way, the Province has allowed municipalities to request authorization to conduct Municipal Election by mail, in the event that there cannot be an in person vote.

21-129 Hollett/Hooper

Motion: We request permission from the Minister of Municipal and Provincial Affairs that the Town of Lewisporte have the option of having residents vote by mail, if required, in the 2021 Municipal Election.

Questions to the Motion: Councillor Hollett explained that the motion only allows the Town to request permission to have the option to conduct the election by mail, if needed, it does not hold them into doing so.

Another question to the motion by Deputy Mayor Freake: Is mail in voting the only alternative option for voting in the upcoming election? The Town Manager confirmed that in person voting, or mail in votes are the only options to carry out the election process, to date.

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

Decision: Motion carried

### **9.3 Appointment of Town Clerk/Treasurer**

21-130 Hollett/Hooper

Motion to appoint Coreen Colbourne as the Town Clerk/Treasurer for the Town of Lewisporte, as per section 59 of the Municipalities Act.

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

Decision: Motion carried

• A hiring committee will be set up for the hiring process of the superintendent of works, as per Town policy. Councillors White and Hooper have already expressed interest in sitting down with the Town Manager to go over applications, and to bring forth recommendations to the Council for hiring.

- Deputy Mayor Freake spoke of the hiring process for the Town, as she has been asked about Town policy on this matter, she explained in detail what the steps and procedures were.

#### **9.4 Cheque Register**

21-131 Hollett/Hooper

Resolved to approve cheques numbered 000921 to 000944 totaling \$58,243.67 excluding cheque 000933

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

Decision: Motion Carried.

#### **9.5 Cheque 000933.**

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

21-132 Hollett/Hooper

Resolved to approve cheque numbers 000933.

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

Decision: Motion Carried

Councillor Pond re-entered the virtual meeting.

#### **10. Correspondence**

Deputy Mayor Freake spoke of her seat on the Women's Caucus for Municipalities of Newfoundland and Labrador, and a recent opportunity to sit in on a session delivered by Equal Voice Newfoundland and Labrador, Dr. Deatra Walsh was a panelist in the session. There were discussions by the panel of female leaders around indigenous issues, and a piece by Dr. Deatra Walsh, around Municipal space, which was a piece on how we create space that is welcoming for females in leadership positions in the Municipal Government. It was very well represented and very well done, and being originally from the Town of Lewisporte, Dr. Deatra Walsh did a very good job representing Municipalities.

Mayor Clarke spoke of Dr. Deatra Walsh being an asset to Municipality Newfoundland and Labrador and to the Town of Lewisporte.

#### **11. Adjournment**

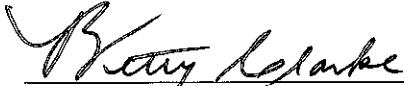
21-133 Freake/Hollett

Resolved that the meeting adjourn.

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

Decision: Motion carried.

Time: 7:35 PM

  
Betty Clarke, Mayor

  
Coreen Colbourne, Town Clerk/Treasurer