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**Minutes of Council Meeting**

**August 30, 2022 7:00 PM**

Present: Mayor Krista Freake

Deputy Mayor Brian Hooper

 Councillors Rhoda Hannem

John Mullett

 Perry Pond

Ken Tucker

 Derek White

 Town Clerk Coreen Colbourne

 Recreation and Tourism Manager Ashley Ivany

 Superintendent of Public Works Bruce Roberts

 Fire Chief Lee Whiteway

Regrets: Town Manager Todd Champion

Mayor Freake brought greetings to those watching on Facebook, fellow Councillors and Staff.

She started the meeting with a land acknowledgement.

1. **Call to Order – 7:00 pm**

**22-163 White/Hooper**

 **Resolved that the public council meeting be called to order.**

In favour: Mayor Freake, Deputy Mayor Hooper, Councillors Hannem, Mullett, Pond, Tucker and White.

Opposed: None

Decision: Motion carried.

1. **Approval of Agenda**

**22-164 Pond/Hannem**

**Resolved to adopt the agenda as presented.**

In favour: Mayor Freake, Deputy Mayor Hooper, Councillors Hannem, Mullett, Pond, Tucker and White.

Opposed: None

Decision: Motion carried.

1. **Minutes for Approval -** **Regular Council Meeting August 9, 2022**

 **22-165** **White/Hooper**

 **Resolved to adopt the minutes of the Regular Council meeting of August 9, 2022.**

In favour: Mayor Freake, Deputy Mayor Hooper, Councillors Hannem, Mullett, Pond, Tucker and White.

Opposed: None

Decision: Motion carried.

Before the committee chairs gave their reports the Mayor welcomed Fire Chief Whiteway.

1. **Recreation/Tourism Committee**

**Update by Deputy Mayor Hooper**

Woolfrey’s Pond Park

Woolfrey’s Pond Park is nearing the end of a very successful season, the parks revenue thus far has increased by nearly 6% compared to last years revenue, this is largely due to an increase in our seasonal campsite rentals.

* 1. Woolfrey’s Pond Park will close for the season Sunday, September 11th, 2022.
	2. Drawings are progressing for the comfort station, and we are expecting to receive the drawings by the end of next week.

A motion was to be brought forward, Councillor Pond was in conflict and left Chambers.

Construction has started on the boardwalk from Oak Street to the gazebo, to continue with construction in this area we will need to purchase more lumber, the Recreation and Tourism Manager has received quotes from 3 suppliers and the lowest quote came in at $11,289.97 plus taxes from Pritchett’s Timber Mart. We have received a grant from the Active NL Fund for $7,500 for upgrades to Woolfrey’s Pond Boardwalk and the remaining monies can be covered off from the money allocated to the Woolfrey’s Pond Boardwalk in the 2022 Budget.

**22-166**  **Hooper/Mullett**

**I would like to make a motion that we purchase the lumber to continue with the repairs and replacement of Woolfrey’s Pond Boardwalk for a total of $11,289.97 plus taxes.**

In favour: Mayor Freake, Deputy Mayor Hooper, Councillors Hannem, Mullett, Tucker and White.

Opposed: None

Decision: Motion carried.

Councillor Pond re-entered Chambers.

* 1. Due to the construction the boardwalk is closed in the section of the ATV trail to campsite 58, we ask that residents us extreme caution in this area.
	2. Please note that due to much needed repairs and brush cutting the two Woolfrey’s Pond Lookouts are also closed for the time being.
	3. **Lewisporte Stadium** The Lewisporte stadium is preparing to start the season. The Recreation Director will be reaching out to the major user groups in the coming days to start scheduling ice time.
	4. The Lewisporte Stadium still has advertisement space available if anyone is interested in advertising their business or organization in the Lewisporte Stadium please reach out to Recreation and Tourism Manager at the Town office.
	5. The heat recovery tanks in the arena have been leaking for some time now and they were taken offline last year during the upgrades due to the condition of the tanks. These thanks recover the heat from the refrigeration system and use it to heat the hot water that fills the Zamboni between floods, this results in a significant savings as we do not have to use electric hot water tanks to heat the water for the Zamboni. The Recreation and Tourism Manager has completed research on the heat recovery tanks that we currently have in the stadium and based on research the tank that we have is a Therma Stor which can only be purchased from BouMatic, the cost is $3,785.27 USD each plus shipping, at which we would need two new tanks. This can be purchased using the money in the stadium building maintenance budget, the delivery time on the tanks would be 3-5 weeks and they can be installed while the plant is operational.
	6. **22-167 Hooper/Mullett**

**I would like to make a motion that we purchase 2 new heat recovery tanks at the cost of $7,570.54 USD plus HST and shipping from BouMatic using the money in the stadium building maintenance budget.**

In favour: Mayor Freake, Deputy Mayor Hooper, Councillors Hannem, Mullett, Pond, Tucker and White.

Opposed: None

Decision: Motion carried.

**Recreation**

The Town of Lewisporte would like to congratulate the Youth Softball League on a successful first season. A special thank you to the volunteers and coaches that pulled together to offer this program to our young people.

The Recreation Director has received the survey for the new softball field and the consultant has sent preliminary drawings of how the field can fit into the selected location, the recreation committee will review these options at our next committee meeting and bring our suggestions to council for the next meeting.

The Town of Lewisporte would like to congratulate the Hann’s Point Dinner Theatre on the completion of another wonderful season. These talented young people have worked hard to put off an amazing production throughout the summer of Smokin’ Joe’s Revival and Come Home Year NL Night and after watching the show it is clear that their hard work has paid off.

**Special Events**

Plans are ongoing for the 24th annual Lewisporte Craft and Trade Show, taking place September 15th - 17th, 2022. There will be something for everyone including door prizes, craft tables, baked goods, woodworking, facepainting, epicure, jewelry and so much more. Booths are filling up fast and we currently only have 7 booths available for booking. If you are interested in booking a booth, please contact Tiffany at the Town Office.

As the fall season quickly approaches it is time to start planning for our Halloween festivities, this includes our haunted hike! The recreation department would like to encourage anyone who is interested in decorating a campsite for the haunted hike to reach out to Tiffany at the Town Office.

Deputy Mayor Hooper added that the preliminary numbers have come in for the Mussel Bed Soiree, a report will be given to Council after the recreation committee has had a chance to review the numbers, he did say that so far, the figures are very favourable.

Mayor Freake expressed her thanks to all the volunteers that helped with the youth softball program, without their commitment there would not be a program. She also commented on the exceptional performances put off by the students at the Dinner Theatre.

Councillor Pond asked if the comfort station was on schedule to be constructed for this fall. There was discussion by Council on the importance of getting that project finished this year. The Recreation Director said the drawings were expected next week.

There was a question as to when the stadium would open for this season, the Recreation Director had hoped around Thanksgiving.

**5. Economic Development**

**Update by Councillor Pond**

5.1 Occupancy Permit - 22-014C

22-014C (Commercial); Payne’s Wholesale Inc., permitted to occupy 3 Road to the Isles.

**22-168 Pond/Tucker**

 **I so move to accept the permit application, as presented.**

In favour: Mayor Freake, Deputy Mayor Hooper, Councillors Hannem, Mullett, Pond, Tucker and White.

Opposed: None

Decision: Motion carried.

5.2 Occupancy Permit - 22-015R

22-015R (Residential); Melvin Fudge, permitted to occupy 322 Main Street.

**22-169 Pond/Tucker**

 **I so move to accept the occupancy permit, as presented.**

In favour: Mayor Freake, Deputy Mayor Hooper, Councillors Hannem, Mullett, Pond, Tucker and White.

Opposed: None

Decision: Motion carried.

5.3 Occupancy Permit - 22-016HBB

22-016HBB (Home Based Business); Studio Bemi, permitted to occupy 8 Evergreen Place.

**22-170 Pond/Tucker**

 **I so move to accept the Home-Based Permit, as presented.**

In favour: Mayor Freake, Deputy Mayor Hooper, Councillors Hannem, Mullett, Pond, Tucker and White.

Opposed: None

Decision: Motion carried.

5.4 Occupancy Permit - 22-017C

22-017C (Commercial); Horwood’s Home and Community Support Services Inc., permit to occupy 414 Main Street.

**22-171 Pond/Tucker**

 **I so move to accept the permit application, as presented.**

In favour: Mayor Freake, Deputy Mayor Hooper, Councillors Hannem, Mullett, Pond, Tucker and White.

Opposed: None

Decision: Motion carried.

**Craft Shop/Museum/Dinner Theatre**

166A Main Street has been purchased by the Town for the Museum and Craft Shop, and future Dinner Theatre, Economic Diversification members have heard back from Government, and they are allowing Council to go ahead with at least one part of the expansion, the selection of a consultant, to determine the requirements needed to go forward with the project.

Counciilor Pond reported that being the summer months, the progress has been slowed down for the economic development committee.

**Marina**

The acquisition of the Marina from Transport Canada is slow moving, there is still some survey work waiting to be completed.

**Port Development**

At this time, members of the committee feel that Council as a whole need to sit down to discuss how, if or when to move forward with the port development.

**Former Craft Shop/Museum Building**

The Town Manager is working through the terms of reference document to dispose of the property.

**Consultant**

Our consultant to Oil and Gas has reached the end of his consultancy services but committee members are looking for a way to extend his services in an affordable way, possibly through the diversification funding.

There was a follow up meeting with the Province last week regarding the diversification funding which included some of the topics mentioned. There is another one scheduled for September 12, 2022.

1. **Lands Committee**

**Update by Councillor White**

Councillor White wanted to thank the residents that participated in the Town’s beautification program, but there are properties that need attention, he encouraged those that have not to do so, or the Town may have to get involved.

There are a couple of items on the Land’s agenda that need more time and the involvement of other committees.

**7. Public Works**

**Update by Councillor Mullett**

The tender for road upgrades has been awarded to J 1 Contracting, with no specific time for starting the upgrades, but contractor could start in the next couple of weeks. There are 14 streets being upgraded altogether with various scopes of work to be completed, for example, some are having asphalt milled and replaced, and others are having asphalt completely removed and replaced, with some curb to be removed and replaced in spots as well. Because of these upgrades, residents are asked to be prepared for the inconvenience of not being able to park in their driveways during the upgrades.

Councillor Mullet gave a list of the street to be upgraded:

1. Industrial Park Road

2. Robert Street

3. Willis Place

4. Woolfrey’s Lane

5. Pleasant Street

6. Rowe Street

7. Fairview Street (about 70 m starting at Range Rd.)

8. Range Road

9. Veterans Street

10. Dildo Street (above Hillgrade St. intersection)

11. Elizabeth Street

12. Spruce Avenue (about 140m starting at Centennial Drive)

13. Willow Place

14. Centennial Drive (starting around Maple Street up to the Town water tank)

Councillor Mullett also spoke of the delays for Beaumont Street - The Town is waiting on the consultant to return revised drawings with changes before the job goes to tender. The Town had hoped to get this project completed this year, but at this point, it may have to wait until spring.

It was suggested that due to the delay in the project, the Town will make repairs to the street to make it more passable for the coming months.

**8. Protective Services**

The Protective Service committee had presented a modified mutual fire aide agreement to the Town of Campbellton, they have responded since our last public council meeting and a tentative agreement has been put in place. It will be reviewed again by the protective services committee for any fine tuning.

A meeting will be scheduled with the executive of the Lewisporte Fire Rescue to review their department.

**Fire Chief Lee Whiteway gave a report from the Lewisporte Regional Fire Rescue**

Since the last report Chief Whiteway estimated that 21 Wednesday nights have passed.

2312 hours of training/service have been put in between the 34 members. There are two new probationary firemen, Trevor Bennett and Ben Cooper.

Fire calls have been down in the last little while.

In June a scholarship was awarded to fire fighter, Kevin Shea’s daughter, Elianna. Also, Katie Keeping was awarded a scholarship through the Association of Fire Services. Congratulations were offered to both students.

Fire Chief Whiteway spoke of the dinner meeting they had with Council, Town Manager and the RCMP members of Lewisporte, as a meet and greet event.

A training schedule has been developed to bring the Brown’s Arm members up to a level one fire fighter. They have punched around 882 hours of training since the last report.

Five members from the department attended the annual convention in Gander, many topics were discussed at the meetings, including the trials of the lack of ambulance response to calls at the scene of emergencies.

Four members of the fire rescue had trained many hours for Firefit. Just a week prior to the Firefit, the Firefit Committee located on the Mainland decided not to come. Many people had given donations in support of these individuals, the fire rescue will reach out to them.

12 members of the fire rescue worked the bar at the Mussel Bed Soiree in August in support of the Town.

Fire rescue members have been looking at different water locations in the community and surrounding areas as a water supply source in case of fires, these areas will be marked with signage.

Fire Chief Lee spoke of the barge located down at the Marina that can be utilized for training for the Marina site.

The fire department Facebook page will be changed, a new page will come into effect on November 1, 2022.

Chief Lee reminded residents of the fire ban in place because of the water ban in effect by the Town.

Councillor Tucker stated that the public would be notified once the bans are lifted.

There was a question to Chief Whiteway as to whether the youth firefighting program would go ahead this year, he said that it was planned to proceed.

Mayor Freake said how thankful the Town was to have so many members that were dedicating their time to the protection of our Town and surrounding areas.

**9. Finance/HR**

 **Update by Councillor Hannem**

**9.1 Cheque Register - Scotiabank**

**22-172 Hannem/Pond**

**Motion to approve the cheque register as presented from cheque numbers 002081 to 002138 for a total of $608,428.99** **with the exception of 002083, 002092, 002104, 002105, 002113, 002115, and 002116.**

In favour: Mayor Freake, Deputy Mayor Hooper, Councillors Hannem, Mullett, Pond, Tucker and White.

Opposed: None

Decision: Motion carried.

Councillor Pond was in conflict and left Chambers.

**22-173 Hannem/Tucker**

 **Motion to approve cheque number 002083.**

In favour: Mayor Freake, Deputy Mayor Hooper, Councillors Hannem, Mullett, Tucker and White.

Opposed: None

Decision: Motion carried.

Councillor Pond re-entered Chambers.

Councillor Tucker was in conflict and left Chambers.

**22-174 Hannem/Pond**

 **Motion to approve cheque numbers 002092, 002113 and 002116.**

In favour: Mayor Freake, Deputy Mayor Hooper, Councillors Hannem, Mullett, Pond, and White.

Opposed: None

Decision: Motion carried.

Councillor Tucker re-entered Chambers.

Deputy Mayor Hooper was in conflict and left Chambers.

**22-175 Hannem/Pond**

 **Motion to approve cheque numbers 002104 and 002115 .**

In favour: Mayor Freake, Councillors Hannem, Mullett, Pond, Tucker and White.

Opposed: None

Decision: Motion carried.

Councillors Mullett and Tucker joined Deputy Mayor Hooper outside Chambers.

**22-176 Hannem/Pond**

 **Motion to approve cheque number 002105.**

In favour: Mayor Freake, Councillors Hannem, Pond and White.

Opposed: None

Decision: Motion carried.

Councillors Mullett and Tucker, and Deputy Mayor Hooper re-entered Chambers.

**10.** **Other Committees and/or Business**

Mayor Freake reminded Council that they are scheduled to go see the Come From Away Concert on September 13 in Gander, Mayor Freake will also attend in St. John’s to represent the Town of Lewisporte.

Mayor Freake gave a reminder of the Lewisporte and Area Chamber of Commerce’s AGM upcoming on Friday, September 9 at 12 noon at the Brittany Inns with guest speaker Minister Parson’s. Councillor Pond suggested that Council request a meeting with Minister Parsons while visiting Lewisporte.

A reminder was given to the community to think ahead to Halloween to encourage residents, businesses, and groups to get involved in the Haunted Hike.

The Mayor welcomed the Town’s youth back to school next week. Wishing the staff and students a successful start to the school year.

**11.** **Adjournment**

**22-177** **Hooper**

 **Resolved that the meeting adjourn.**

In favour: Mayor Freake, Deputy Mayor Hooper, Councillors Hannem, Mullett, Pond, Tucker and White.

Opposed: None

Decision: Motion carried.

Time of adjournment: 7:48 PM

Next Public Council Meeting to be held on September 20, 2022.

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Krista Freake, Mayor Coreen Colbourne, Town Clerk/Treasurer