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## Minutes of Council Meeting

March 28, 2023 7:00 PM

Present:	Mayor	Krista Freake
	Deputy Mayor (Chair)	Brian Hooper
	Councillors	Rhoda Hannem
		Perry Pond
		Ken Tucker
		Derek White
	Town Clerk	Coreen Colbourne
	Recreation and Tourism Manager	Ashley Ivany
	Superintendent of Public Works	Bruce Roberts
Regrets:	Councillor	John Mullett
	Town Manager	Todd Champion

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

Mayor Freake brought forward a land acknowledgement.

### **1. Call to Order – 7:02 pm**

**23-026 White/Pond**

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

Opposed: None

Decision: Motion carried.

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

**23-027 Hooper/Tucker**

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

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

Opposed: None

Decision: Motion carried.

### **3. Minutes for Approval - Regular Council Meeting March 7, 2023**

**23-028          Pond/Hooper**

**Resolved to adopt the minutes of the Regular Council meeting of March 7, 2023.**

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

Opposed: None

Decision: Motion carried.

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

#### **Update by Deputy Mayor Hooper**

##### **Stadium**

On behalf of Council and staff I would like to offer our congratulations to the Notre Dame Figure Skating Club on a successful season and amazing ice show, it truly was a good night.

We would like to let the public know that the stadium will be closing for the 2022 – 2023 season on April 17<sup>th</sup>, 2023. Once the ice is removed the stadium will be available for summer rentals, including events, ball hockey, basketball, etc. If you are interested in booking the stadium, please contact Ashley at the town office.

##### **Woolfrey's Pond Park**

Woolfrey's Pond Park will be re-opening on May 18<sup>th</sup>, 2023, Park staff will return between May 8<sup>th</sup> and May 10<sup>th</sup>. We are looking forward to another wonderful camping season.

##### **Bowling Alley**

The Bowling Alley have had to replace control boards in 5 of our lanes over the past couple of years, these control boards new have cost approximately \$2,842.14 CAD each. We have investigated the possibility of sending our old control boards to the manufacturer (SES Bowling) to be refurbished, the cost to repair/refurbish 5 boards is \$2050.00 CAD, by doing this we will have the boards in stock to repair the lane and will not have lanes down for weeks at a time.

**23-029          Hooper/Pond**

**I would like to make a motion that we send all 5 of our used control boards to SES Bowling in Germany to be repaired/refurbished for the cost of \$2050.00 CAD plus taxes, shipping, and applicable exchange rate fees.**

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

Opposed: None

Decision: Motion carried.

### **Special Events**

Join us for an exciting Easter Egg Extravaganza on April 8<sup>th</sup> (weather permitting)! This is a fantastic, free event that is perfect for the entire family. Activities will include a pancake breakfast station, bubble station, bouncy castle, and a fun easter egg hunt. To participate in the hunt, we kindly ask that children bring their own easter baskets to collect their eggs. Please note that all activities and supplies will be provided while they last. Don't miss out on this incredible opportunity to create unforgettable memories with your loved ones!

### **Other Recreation**

We're excited to announce that our hanging basket program is back for another year! This is a wonderful opportunity for you to showcase your business or pay tribute to your loved one by purchasing a beautiful hanging basket. To take part in this program, simply get in touch with the Town Office and ask to speak with Tiffany. She'll be happy to assist you in any way possible. Don't miss your chance to add a touch of elegance and beauty to our town.

### **Special Events**

The recreation committee has been busy developing and planning a schedule of events for the Mussel Bed Soiree. The Mussel Bed Soiree will take place from August 9<sup>th</sup> – August 14<sup>th</sup>, 2023, a schedule of events and all Mussel Bed announcements will be posted to our Facebook page and our website as they become available. If any business or organization is interested in participating in the 2023 Mussel Bed Soiree, please reach out to Tiffany at the Town Office.

After several meetings of members of the recreation committee, and the recreation department, the committee is ready to present to Council a tentative schedule of events for the Mussel Bed Soiree for 2023. Deputy Mayor Hooper looks forward to bringing this to the public at a future council meeting.

## **5. Economic Development**

### **Update by Councillor Pond**

#### **5.1 Occupancy Permit**

**Occupancy Permit - 23-002HBB (Home Based Business) for Hello Gorgeous at 10 Quinton Street**

**23-030          Pond/Tucker**

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

Councillor Pond clarified for Council that Hello Gorgeous was a beauty services business.

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

Opposed: None

Decision: Motion carried.

### **Marina**

The Town had hoped the acquisition process of the Marina would be concluded by March 31, however, there has been some setbacks, and it looks like it will be May or June before it can be completed. Economic Development Committee members, as well as the Mayor, has had the opportunity to meet with Minister Hutchings, to discuss how the process will work. The Mayor has also spoken with members of the Minister's office staff to provide verification on how we would like to see this unfold. The Town is hoping by the end of May or June, we will learn what the valuation of the Marina will be, as well as a purchase price or how Transport Canada wishes to move forward with the Town acquiring the property.

### **Port Development**

The ED Committee had hoped to hear back from the Provincial Government with a formal response regarding the wharf before the end of March, however, the only details we have right now is that the proposal is moving through the various processes, and the Town should have a response in days rather than weeks. The results look to be in the Town's favour, we just have to wait for official word.

### **Craft Shop/Museum/Dinner Theatre**

Staff are continuing to work with government departments to finalize an RFP and engage a consultant to help develop a floor plan for the former JW Building, where the new craft shop/dinner theatre/museum will be located.

An RFP was drafted before Christmas for the disposal of the former craft shop/museum/dinner theatre building, but the Town did not get any response from it. The Town will now be advertising it in three printed sources of media covering the Province, as well as online, for a period of two weeks, with an end of April deadline to submit proposals. Councillor Pond also noted to any of the public listening to the council meeting that might be interested, to call the Town Hall and speak to Ashley, the recreation director or Todd, the Town Manager with any questions, they might have.

Deputy Mayor Hooper asked if there was any interest shown so far, Ashley said there was one person that had reached out in person, but the printed RFP was just going out for advertising this week.

Mayor Freake noted that the Town has had ongoing correspondence with the Province regarding the wharf, and it is promised that we will see something formal in days rather than weeks.

## **6. Lands Committee**

### **Update by Councillor White**

With spring arriving, Councillor White reminded residents that plan on doing renovations or repairs to their homes, to not forget, a permit from the Town is required, he also noted that a permit is good for a year. Town staff will be checking to make sure that permits are in place for any outside work being completed.

Councillor White brought it to the attention of the rest of Council, the news release from tonight, that the Provincial Government, in the next three years, will be constructing or developing 850 low rental units. He suggested that the Town Manager do some research into the criteria for constructing these units. It was noted by Councillor Pond that the availability of land would be a big advantage. Deputy Mayor Hooper asked if these units were for the east coast only or province wide, it was said that it is province wide.

## **7. Public Works**

### **Update by Councillor White**

Councillor White said that the public works staff has started getting out every nice day they can with the recycler to fill in potholes that have worsened or developed over the winter and spring.

He also noted, as an update for the residents on Beaumont Street, that the tender for the upgrades went out, but amendments had to be made, which means that it must go to tender again. Once the tender is reviewed by the Department of Municipal Affairs, it will be awarded, if it is acceptable. The hope is that the project will start in early May or as soon as the weather is better suited to construction work.

## **8. Protective Services**

### **Update by Councillor Tucker**

On March 13<sup>th</sup>, protective services and other members of Council met with the District Commanding Officer for the Central Area, Staff Sargent Larry Turner, to discuss some policing concerns that surfaced affecting much of the Central Region. The meeting clarified what information we had received as fact, and what was false. The Central Region for policing consists of seven detachments, and presently they are experiencing staff shortages. The Lewisporte Detachment does have a complement of five members, while other detachments have no members. To provide adequate coverage and to ensure officer safety, the RCMP plans to utilize officers from different detachments to cover other areas. Lewisporte members will be working with the Twillingate Detachment to cover their shortages and Twillingate Officers may be seen in Lewisporte, this may provide better policing than we have seen recently. Protective Service members will be monitoring how this plan unfolds, Staff Sargent Turner has indicated that if there are any concerns to reach out to him.

Mayor Freake reiterated that despite the new plan being put in motion by the RCMP, there would not be a reduction in the level of service, and the RCMP plans to revisit their plans, and are open to feedback from the Town.

Councillor White also noted that the Town would see more highway patrol presence. This will help combat our ongoing concerns over speeding, illegal use of atv's and utv's on our streets.

A new emergency response plan was drafted for the stadium and distributed to the other members of Council for review. Councillor Tucker thanked the person responsible for putting the plan together, it was a well detailed and lengthy document. The plan details different emergency situations that could occur at the stadium, procedures on how to address those situations, phone numbers and prevention, it is an OH&S document, which is a requirement for the public building.

**22-031 Tucker/Hannem**

**I move to adopt the Lewisporte Stadium Emergency Response Plan as presented.**

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

Opposed: None

Decision: Motion carried.

Councillor Tucker added that this plan is put in place for both the benefit and safety of staff and public.

Councillor Tucker mentioned that in the recent Provincial budget, there is an indication that funding for the purchase of fire fighting vehicles and equipment has doubled, the Town has submitted an application for a new pick up truck to provide service to the Fire Rescue, Council is hopeful that the application will be approved, given their application was turned down last year and a Regional Fire Department should get priority over funding for equipment purchases. It is thought that approvals come out in April.

Mayor Freake also thanked those involved in the preparation of the emergency response plan for the stadium, especially Ashley, that had a tremendous role in it. She felt that it was an exemplar for any user group in the Province.

**9. Finance/HR**

**Update by Councillor Hannem**

**9.1 Cheque Register- Scotiabank (Operating Account)**

**23-032 Hannem/Pond**

**Motion to approve the cheque register as presented, from cheque numbers 002646 to 002696 for a total of \$120,166.42 with the exception of 002649, 002650, 002654, 002662, 002694 and 002695.**

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

Opposed: None

Decision: Motion carried.

Councillor Tucker was in conflict and left Chambers at 7:30:00.

**23-033 Hannem/Pond**

**Motion to approve cheque numbers 002649 and 002650.**

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

Opposed: None

Decision: Motion carried.

Councillor Tucker re-entered Chambers at 7:30:34.

Councillor Pond was in conflict and left Chambers at 7:30:38.

**23-034        Hannem/Hooper**

**Motion to approve cheque number 002662.**

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

Opposed: None

Decision: Motion carried.

Councillor Pond re-entered Chambers at 7:31:10.

Deputy Mayor Hooper was in conflict and left Chambers at 7:31:12.

**23-035        Hannem/Pond**

**Motion to approve cheque number 002694.**

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

Opposed: None

Decision: Motion carried.

Deputy Mayor Hooper re-entered Chambers at 7:31:42

Councillor Hannem was in conflict and left Chambers at 7:31:42.

**23-036        Pond/Hooper**

**Motion to approve cheque numbers 002654 and 002695.**

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

Opposed: None

Decision: Motion carried.

Councillor Hannem re-entered Chambers at 7:32:14.

Finance had a meeting on Wednesday, March 15th.

Last week there was a memo sent out to residents and business owners that were affected by the minimum tax on vacant land, if you have not received it to date, you can expect it in the mail in the next few days.

As a result of the review of the minimum tax by the finance committee, we recognize that the amount levied was excessive and adjustments will be made for 2023. To make changes to tax rates, the following motions are necessary to be made:

Motion One:

**23-037        Hannem/Pond**

**I move to Rescind Motion Number 22-247 made at the December 13, 2022, Public Council Meeting which states: The Committee recommends, and I move, approval of the 2023 Schedule of Rates and Fees established within this budget, as attached.**

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

Opposed: None

Decision: Motion carried.

Motion Two:

**23-038        Hannem/Pond**

**Be it resolved to adopt the revised 2023 Schedule of Rates and Fees, as attached.**

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

Opposed: None

Decision: Motion carried.

The Annual Expenditure Report for Local Government Gas Tax Funding Agreement as of December 31, 2022, has been carried out, I bring forward the following motion to accept the report.



**22-039 Hannem/Pond**

**Resolved to accept the Audited Gas Tax Report on Revenue and Expenditures for the year ended December 31, 2022, as presented.**

Deputy Mayor Hooper asked if the gas tax audit was a separate audit from the Town's operating accounts. Councillor Pond clarified that it was, and said that the same process is used, but gas tax money must be kept separate from all other monies.

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

Opposed: None

Decision: Motion carried.

Councillor Pond added that if any resident wanted clarification on the memo sent out to those affected by the minimum tax to call the Town Clerk. An adjustment was made this year in preparation for changes to come in January 2024.

**10. Correspondence**

**10.1 Board of Director's – Municipal Assessment Agency**

The Mayor brought the correspondence from MAA to the attention of Council to review.

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

Mayor Freake brought forward that Council is planning a meeting with an invited group of guests, to seek some clarification and get a greater indepth understanding of what the issues are deemed to be in the community, and to determine where we go as a Town, what will be the Town's role and what is not our role, regarding the delivery of health care services to the Area. The meeting will be held on April 4 at 7:00 pm. Council is looking to gain a greater understanding of the Health Accord and what it means to the residents of Lewisporte, and what the Town's role is as a Municipality.

Councillor Pond wanted to remind the public that the Lewisporte and Area Chamber of Commerce is sponsoring the Lewisporte Outdoor Expose on April 28 & 29, being held at the Lewisporte Stadium.

**12. Adjournment**

**23-040 White/Pond**

**Resolved that the meeting adjourn.**

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

Opposed: None

Decision: Motion carried.

Time of adjournment: 7:38 PM.

Next Public Council Meeting to be held on April 18, 2023.

  
\_\_\_\_\_  
Krista Freake, Mayor

  
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Coreen Colbourne, Town Clerk/Treasurer