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**Minutes of Council Meeting**

**February 14, 2023 7:00 PM**

Present: Mayor Krista Freake

Deputy Mayor Brian Hooper

Councillors Rhoda Hannem

 John Mullett

 Perry Pond

Ken Tucker

 Derek White

 Town Manager Todd Champion

 Town Clerk Coreen Colbourne

 Recreation and Tourism Manager Ashley Ivany

 Superintendent of Public Works Bruce Roberts

Mayor Freake brought greetings to those watching on Facebook, fellow Councillors and Staff. She wished everyone a Happy Valentine’s Day.

1. **Call to Order – 7:07 pm**

Mayor Freake brought forward a land acknowledgement.

1. **Approval of Agenda**

**23-010 Hooper/Pond**

**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 January 24, 2023**

**23-011** **White/Hannem**

 **Resolved to adopt the minutes of the Regular Council meeting of January 24, 2023.**

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

Opposed: None

Decision: Motion carried.

Before the Committee Chairs brought forward their reports, the Mayor wanted to thank the Lewisporte Regional Fire Rescue for putting off the Youth Fire Fighting Program this year, it started on January 30th, with the biggest class that has been seen to date. The Mayor had the opportunity to bring greetings to the group on the opening night.

The Mayor and some Council and staff members had the opportunity to host Susan Walsh, Senior Advocate, on February 9th along with many of our community partners, the Interfaith Goodwill Centre, members of clergy, the 50+ Club, MHA Bennett, and other interested persons. The meeting was to discuss the role of the advocacy office and challenges being faced by seniors and many others, as the discussion was around access to health care, food security, and other items.

There was a meeting with MHA Bennett on February 10th to discuss economic diversification.

The Mayor met with members of the Guiding Movement around World Thinking Day, which is on February 22, she signed a proclamation recognizing the day, there were also representative from each of the divisions, the Mayor thanked them her joining her.

The Mayor mentioned the collaboration between the Town of Lewisporte staff, Lewisporte Academy and Faith’s Greenhouse for Valentine’s Day, the students planted seeds for members of the long-term care facilities and wrote notes to go along with the plants. The plants were well received by the residents.

1. **Recreation/Tourism Committee**

**Update by Deputy Mayor Hooper**

**Stadium**

The Lewisporte Stadium has seen an increase in bookings for a wide range of activities, including rentals, tournaments, games, and birthday parties. During these busy months, Lewisporte Stadium would like to remind all our users that CSA-approved helmets must be worn while on the ice. The following types of head protection are acceptable: hockey helmet, ski helmet, and snowboarding helmets. This policy is intended for the protection, safety, and well-being of all patrons participating in ice-related activities at the Lewisporte Stadium. People not wearing helmets will not be permitted on the ice.

Cameras have been installed at the Lewisporte Stadium, they are not yet activated as we are waiting on signage, once the signage is installed the Lewisporte Stadium will have 24-hour surveillance.

The Recreation and Tourism manager is putting the final touches on an emergency response plan for the Lewisporte Stadium, once finalized and approved by the Lewisporte Regional Fire Rescue, the Recreation and Tourism Manager will be sending parts of the plan to our user groups to make them aware of our expectations in case of an emergency.

Head to the Lewisporte Stadium this Saturday February 18th and cheer on the Senior Seahawks as they enter the tiebreaker game for round one of the 2023 playoff championship.

**Woolfrey’s Pond Park**

The Comfort Station for Woolfrey’s Pond Park came in over budget, this past week the Town Manger and the Recreation and Tourism Manager met with the consultant for the project to discuss the scope of work and potential cost saving areas. A proposal will be sent to the Town, and the project will need to be retendered.

**Bowling Alley**

Winter Games Lanes would like to advise our residents that we have a lane down, this is due to a faulty control board, we have ordered the part and are hoping to get it installed this week. We would like to thank everyone for their understanding and patience as we address this issue.

**Other Recreation**

The O2 Athletics Club have been busy preparing the trail for snowshoeing and skiing, with the increased snow fall all loops on the trail are now open as well as the sliding hill. If you are interested in becoming a member, please check the Lewisporte Ski Trail Facebook page for the 2023 membership application.

**Special Events**

Today The Town of Lewisporte delivered Valentine’s Day Morning Glory seedlings and handwritten messages, that were completed by the students of Lewisporte Academy, to the residents of Kingsway, North Haven Manor, and Pleasant View Manor. We would like to say a big thank you to Faith Greenhouse for donating the seeds and soil for this project.

The Town of Lewisporte is in the planning process of the Mussel Bed Soiree, if you have any ideas or suggestions on events that you would like to see at the Soiree, please contact Tiffany or Ashley at the Town Office and voice your ideas.

Town of Lewisporte is pleased to announce its Annual Winter Carnival. With a plethora of events for the whole family to enjoy, such as a snowman competition, chili contest, outdoor skating, snowshoeing, skiing, movie night, bingo, moose burgers, and a poker tournament, it's sure to be a memorable occasion. We look forward to welcoming you and your family to join us in some winter fun! If you or someone you know would like to join the chili competition, please contact the Town Office to register.

For more information on the Winter Carnival, a full schedule of the event will be available on our Facebook page, as well as brochures placed throughout the town.

1. **Economic Development**

**Update by Councillor Pond**

**Port Development**

Members of Council met with MHA Bennett on February 10. The January 31 deadline for a response for the port transfer proposal has past, with good reason, members of Council had the opportunity to discuss this with the MHA. The process sometimes does not unfold as quickly as we would hope, but we are still optimistic that there will be a response in the next few weeks, and that it will be favourable.

**Marina**

The meeting that was scheduled with Minister Hutchings to discuss how the transfer may or may not occur, on February 6ended up being cancelled, it has been rescheduled for March 6.

**Craft Shop/Museum/Dinner Theatre**

The Economic Development Committee is still waiting on various processes to unfold in government, they are hoping to hear something in the next few weeks.

The committee has decided to expand their footprint with how the RFP was promoted and hoping to be re-released to the public in the next few weeks.

Mayor Freake reiterated that Council is ready, willing and aware of the amount of work that will be required of them once all the planned projects get approval, it is something they have been preparing for, for a number of years.

1. **Lands Committee**

**Update by Councillor White**

Councillor White reminded residents of the importance of obtaining a permit when doing any kind of construction on your property. He also pointed out that in this year’s fee structure, Council has introduced monetary penalties for anyone caught not in compliance with Town by-laws.

The Town’s staff will be looking at property clean ups beginning in the early Spring.

The Town has a parcel of land for sale at the top of Pelley Street, the land is in the process of being surveyed, to get an exact size of the area. The land may be offered for sale or Council may look for development proposals for the land.

**7. Public Works**

**Update by Councillor Mullett**

Councillor Mullett reminded the public to keep vehicles off the road during snow clearing operations, if left on the road, they may be towed at the owner’s expense. He also asked residents not to put any snow they have cleared onto the streets or sidewalks.

Councillor Mullet announced that the cost of paving that took place this past fall came in under budget.

The Town will be proceeding with the Beaumont Street upgrades, Council hopes to have more positive news by the next meeting or two.

Councillor Mullet thanked the public works staff for the exceptional snow clearing operations.

1. **Protective Services**

The protective services committee had a meeting on February 2, the fire chief and deputy chief attended the meeting, regular business was discussed with no new items to bring forward.

Deputy Mayor Hooper asked if there were any recent updates from the RCMP on their presence in the town. Councillor Tucker said there were no recent conversations with any members, the number of members had not changed but it was noted that police patrols during the day have been reduced. A big concern of Council was the illegal use of atv’s and speeding but it seems that criminal activity has been on the uprise. Councillor Tucker reminded residents of the importance of reporting all illegal activities to the police and if there are no changes soon, Protective Services will reach out to the RCMP again.

Mayor Freake took time to thank the members of the fire department again for volunteering their time to put off the Youth Firefighting Program.

**9. Finance/HR**

 **Update by Councillor Hannem**

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

**23-012 Hannem/Pond**

**Motion to approve the cheque register as presented from cheque numbers 002502 to 002540 for a total of $499,030.58 with the exception of 002505 and 002538.**

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

Opposed: None

Decision: Motion carried.

Deputy Mayor Hooper was in conflict and left Chambers.

**23-013 Hannem/Pond**

**Motion to approve cheque number 002505.**

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

Opposed: None

Decision: Motion carried.

Deputy Mayor Hooper re-entered Chambers

Councillor Tucker was in conflict and left Chambers.

**23-014 Hannem/Pond**

 **Motion to approve cheque number 002538.**

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

Opposed: None

Decision: Motion carried.

Councillor Tucker re-entered Chambers.

**Motion 1**

Section 12 (1) of the MUNICIPAL CONDUCT ACT, CHAPTER M-20.01, that was proclaimed and came into effect September 1, 2022, states: Within 6 months of the coming into force of this Act, a council shall establish a code of conduct that applies to all councillors.

**23-015 Hannem/Pond**

**Be it resolved that the Town of Lewisporte adopt the Municipal Code of Conduct Template for Councillors developed by Municipal and Provincial Affairs, as it is compliant with the legislation.**

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

Opposed: None

Decision: Motion carried.

**Motion 2**

Section 2. (p) of the MUNICIPAL CONDUCT ACT, CHAPTER M-20.01, defines a Municipal Official:

  "municipal official" means, unless the context indicates otherwise,

                      (i)  a councillor,

                     (ii)  a chief administrative officer,

                    (iii)  an administrator,

                    (iv)  an employee of a municipality, and

                     (v)  any person acting, with or without remuneration, under the direction of a municipality, including fire chiefs and fire fighters providing services for or to a Municipality;

Section 18 (2) of the MUNICIPAL CONDUCT ACT, CHAPTER M-20.01, that was proclaimed and came into effect September 1, 2022, states: Within 6 months of the coming into force of this Act, a council shall establish a code of conduct for Municipal Officials. Section 18. (1) says: In this section "municipal official" does not include a councillor or an administrator.

**23-016 Hannem/Pond**

**Be it resolved that the Town of Lewisporte adopt the Municipal Code of Conduct Template for Municipal Officials developed by Municipal and Provincial Affairs, as it is compliant with the legislation.**

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

Opposed: None

Decision: Motion carried

**Motion 3**

On February 1, 2022, Finance made a motion to borrow for the some of the Town’s capital projects and equipment. Because of delays figuring out the logistics of some of these projects, the Town of Lewisporte could not proceed with planning and implementation and has let some of the borrowing available to us lapse, this totaled $910,000.00. The Town plans to borrow again this year for some of these projects, as well as for the Town’s portion of capital projects carried out in 2022.

The following is a break down of the projects:

Phase II of the Outfall Consolidation $319,294

Recapping of Various Streets $152,735

Splash Pad Start Up $300,000

Woolfrey’s Pond Comfort Station $350,000

Softball Field $260,000

Total to Borrow $1,382,029

This is a three-year term, 10-year amortization loan.

**23-017 Hannem/Pond**

**The finance committee recommends, and I move to borrow from Scotiabank, the sum of $1,382,029.00.**

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

Opposed: None

Decision: Motion carried

Councillors Pond and Hannem were in conflict and left Chambers.

A motion for approval of cheque number 002489 could not be brought forward at the last Public Council Meeting, as the remaining Council members felt there were not enough present to vote, so it was tabled.

**23-018 Hooper/Tucker**

**Motion to approve cheque number 002489, from the previous Council Meeting of January 24, 2023.**

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

Opposed: None

Decision: Motion carried.

Councillors Pond and Hannem re-entered Chambers.

Councillor White asked fellow Council if anyone had received any phone calls from residents that were upset by the increase in vacant land tax, since receiving their 2023 tax invoice. He said that he had received a couple of calls and asked if finance members would review the tax amount, finance members said they would at their next meeting.

There was further discussion about people that has vacant land not big enough to build on, incorporating any vacant land adjacent to their property, into their own.

**10.** **Correspondence**

**10.1 Municipal Assessment Agency Memo**

Councillors were encouraged to review the memo.

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

Mayor Freake said that Council received correspondence from a concerned citizen regarding the Provincial Health Accord, and health care in general, as it affects the Lewisporte area. It is felt that a sub-committee of Council would be beneficial to continue their ongoing approach to this issue.

Mayor Freake announced that the Town has been successful in negotiating a new collective agreement with the public works employees.

Councillor White reported that he attended the Central Health Community Advisory Committee, they are in the process of setting up a sub-committee for the recruitment and retention of doctors. He said that the new psychiatrist that has moved to Lewisporte was given a form to see what her interests are or would be while living in the area, to help aid in recruitment and retention, this sub committee will also be meeting with Dr. Amarak to get his opinion.

There was further discussion around the importance of thinking outside the box to attract more doctors. Mayor Freake noted that Lewisporte could not have any medical students complete any residency’s here because there neither practicing Canadian doctor in Lewisporte.

Mayor Freake reminded residents to look at the Winter Carnival Program for upcoming events.

**12.**  **Adjournment**

**23-019** **Pond**

 **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: 7:45 PM

Next Public Council Meeting to be held on March 7, 2023.

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Krista Freake, Mayor Coreen Colbourne, Town Clerk/Treasurer