



P.O. Box 219
Lewisporte, NL A0G 3A0
Phone (709) 535-2737
Fax (709) 535-2695
Website: www.lewisporte.ca

Minutes of Council Meeting

May 9, 2023 7:00 PM

Present:	Mayor (Chair)	Krista Freake
	Deputy Mayor	Brian Hooper
	Councillors	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.

1. Call to Order – 7:02 pm

Mayor Freake brought forward a land acknowledgement.

2. Approval of Agenda

23-053 White/Pond

Resolved to adopt the agenda, as presented.

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

Opposed: None

Decision: Motion carried.

3. Minutes for Approval - Regular Council Meeting April 18, 2023

23-054 Mullett/Tucker

Resolved to adopt the minutes of the Regular Council meeting of April 18, 2023.

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

Opposed: None

Decision: Motion carried.

Mayor Freake took the opportunity to talk about the Proclamation she signed regarding Municipal Awareness Week for the week of May 8 – 12, 2023. She thanked fellow Councillors for their commitment to the community and their dedication to our citizens and ensuring that Lewisporte is the best possible place to live and visit.

4. Announcement of By-Election

The Town of Lewisporte will be holding a By-Election on June 14, 2023, for one Councillor seat.

Councillor Rhoda Hannem resigned for personal reasons on April 27, 2023. The Municipal Elections Act states that a by-election must be held within 90 days from the date of her resignation.

23-055 Hooper/Pond

Be it resolved to hold a by-election for one Councillor seat on Wednesday, June 14, 2023, from 8:00 am to 8:00 pm.

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

Opposed: None

Decision: Motion carried.

Nomination day will be held on Wednesday, May 24, 2023, from 8:00 am to 8:00 pm at the Town Hall. Further details on the by-election will be posted on the Town's Facebook Page and around Town at various location on Friday, May 12th. The qualifications of a candidate, as well as nomination procedures will be posted at that time.

On behalf of Council, staff and residents, Mayor Freake thanked Councillor Hannem for her 19 months of dedicated service. She was wished well.

5. Recreation/Tourism Committee

Update by Deputy Mayor Hooper

Arena

Congratulations to the Lewisporte Area Chamber of Commerce for organizing a successful Outdoor Show at the Mike Austin Arena. It was an enjoyable event for all who attended and showcased the incredible range of outdoor activities and products available in our area.

Park

Woolfrey's Pond Park will be opening on May 18th, staff are busy preparing the park for the opening. If you are looking to book a site, please contact Woolfrey's Pond Park at (709) 541-2267

Starting today, a section of Woolfrey's Pond Boardwalk from before the gazebo to the beach will undergo construction for the next 4-6 weeks, this section will be closed to the public. We apologize for any inconvenience this may cause and appreciate your understanding.

Softball Field and Multi Purpose Courts

The Recreation Committee had a productive meeting with the Senior Softball League to discuss improvements for the existing softball fields. The matters raised will be thoughtfully considered and taken back to recreation and then to Council for further discussion.

Bowling Alley

As the bowling season draws to a close, the Lewisporte Bowling Alley will be wrapping up operations on May 19th, 2023. We extend our heartfelt thank you to all the patrons for their unwavering support this season. We look forward to another thrilling season, beginning in September.

Tourism

Museum by the Bay is seeking memorabilia connected to the tragic events of 9/11. Help us honor the bravery and resilience shown during this moment in history by donating items related to the event. Whether it's photographs, artifacts, or personal stories, your contribution can help educate future generations about the impact of this event. If you have anything that you would like to donate, please contact Kim Moyles.

Motions

The town of Lewisporte has always strived to keep its streets and public spaces beautiful and inviting. One of the ways in which it achieves this is by hanging baskets and town flowers. These stunning floral displays not only enhance the town's aesthetic appeal but also provides a positive impact on the well-being of residents and visitors alike.

23-056 Hooper/Mullett

After careful consideration and evaluation of the proposals submitted by various vendors to supply hanging baskets and various flowers to the Town of Lewisporte. I would like to make a motion to award Faith's Green House of Lewisporte, the contract for our hanging baskets and town flowers at a cost of \$8,101.67.

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

Opposed: None

Decision: Motion carried.

The Town of Lewisporte is proud to announce that we have been awarded the Green Team project from the Conservation Corps of Newfoundland and Labrador. This exciting initiative will allow us to hire four enthusiastic and dedicated youth to assist with beautification and environmental education in our community. As part of our partnership, we have been asked to contribute \$4,000.00, representing 15% of the Green Team costs. This is a fantastic opportunity to invest in the future of our town while promoting sustainability and community engagement.

23-057 Hooper/Mullett

I would like to make a motion that the Town of Lewisporte accept the Green Team Project from the Conservation Corps of Newfoundland and Labrador, at a cost of \$4,000.00.

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

Opposed: None

Decision: Motion carried.

6. Economic Development

Update by Councillor Pond

Marina

Council is still waiting on Transport Canada to provide an evaluation report for the Marina, it should be received any time between now and end of June, it is felt that the strike may have caused some delays.

Port Development

The Economic Development Committee feels very confident that they will be in a position to make a formalized announcement in the next few weeks regarding the commercial port.

Craft Shop/Museum/Dinner Theatre

The RFP for the development of the former JW Building is complete and has been sent to Government for another review. The RFP will be used to secure consulting services to develop the footprint for the site.

Councillor Pond noted that the RFP for the disposal of the old museum craft shop/museum/dinner theatre building, has passed with no responses, this was the second RFP put out by the Town, the last time using newspaper advertising in three different parts of the Province. The ED members will re-evaluate the disposal.

The Finance Committee had the opportunity to sit down with members of the Heritage Society and some of the Board Members to discuss the progress of the Craft Shop/Dinner Theatre/Museum. They gave some history on it and their plans for the coming year.

Members of the Heritage Society is asking the Town of Lewisporte to assist them in the temporary relocation of the museum to 166A Main Street, by means of a financial contribution in the form of a grant for \$2000.00 to help offset the labour requirements to move the artifacts and set up displays, as well as some in kind support supplied through the recreation department.

23-058 Pond/Tucker

I motion to support the Heritage Society with a \$2000.00, one time donation, to help with set up of the museum building, which will happen in the JW Building.

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

Opposed: None

Decision: Motion carried.

The Town Manager and Consultant, George Osmond attended the MinEx Conference in Gander, April 26 – 28, Die Trac's Campus Administrator, Mike Pearce was also in attendance. It is felt that the economy of Central Newfoundland is in for a positive advancement, and even though we are not directly involved with the mining sector, it will still be seen as a positive for Lewisporte.

7. Lands Committee

Update by Councillor White

Councillor White reminded property owners that permits are required for any renovations or repairs to the outside of their homes or businesses.

Councillor White and the Superintendent of Public Works were out the previous day to view some of the properties in the Town that are in disrepair, or the grounds are not in a clean condition. In the coming days, the Town will be sending out letters to the owners of the property, requesting that the property be brought up to standards, as set forth by the Town.

A stop work order was issued to a resident living on the south side that worked on their property without a permit. Ample time was given to the resident to come into the Town Office to start the permit process, which was not done to date. In the schedule of rates and fees for 2023, Council implemented a discretionary fee by Council to those that did not conform to Town regulations.

23-059 White/Hooper

I motion to levy a fine to the resident at 187-191 Road to the Isles, to be issued in conjunction with the stop work order, and that no permits will be issued to the resident until the fine is paid along with the permit fee.

There was a comment on the motion by Councillor Tucker. He thought that an explanation of the fine was warranted because it was very new to the Town's tax fees. The Town Manager gave details on why it was implemented and what the fine range is.

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

Opposed: None

Decision: Motion carried.

Councillor White encouraged the business owners in the town to clean up their properties as well, so that it is aesthetically pleasing for our citizens and visitors to the area.

Councillor White and Deputy Mayor Hooper gave details on what the Town will be looking for in a suitably clean or well-repaired property.

7. Public Works

Update by Councillor Mullett

The Town of Lewisporte recently tendered the Beaumont Street water, sewer, wastewater and road upgrade project. The approved funding for the project was \$709,434.25 which included \$53,230.99 for engineering fees and \$1,380.00 for environmental fees, leaving \$654,825.26 for construction cost. The low bid on the tender was \$695,081.28 leaving a shortfall of funding in the amount of \$40,258.02.

To proceed with the project 2 motions are required.

Motion 1

23-060 Mullett/White

Resolved to award the Beaumont Street Upgrades to Springdale Forest Resources in the amount of \$695,081.28. The Town of Lewisporte agrees to provide \$128,667.93 in funding for this project and authorizes the Mayor and Town Clerk/Treasurer to enter into a funding agreement with the Department of Municipal Affairs and Environment on behalf of the Town of Lewisporte.

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

Opposed: None

Decision: Motion carried.

Motion 2

As there are overruns above the approved funding, Municipal Affairs requires a second motion to offset these overruns.

23-061 Mullett/White

Resolved to accept and fund 100% by the Town the initial cost overrun in the amount of \$40,258.02 for the Beaumont Street Upgrades and all other cost overruns required to complete the project.

Councillor Pond asked if the \$40,258.02 was included in the \$128,667.93, the answer was no.

Deputy Mayor Hooper asked why there was such an increase, the Town Manager replied saying that asphalt had doubled in cost.

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

Opposed: None

Decision: Motion carried.

Councillor Mullett reminded residents of clean up week, May 29 to June 2, he went over what the Town expected to see in terms of separating of refuse.

Councillor Mullett spoke about the new community bulletin boards placed by the postal boxes on the South Side and in the parking lot across from Canada Post.

Councillor White added a few more details to clean up week for residents' benefit.

8. Protective Services

Fire Chief Whiteway was welcomed to the Council Meeting by Mayor Freake.

Lewisporte Regional Fire Rescue Report

- January 24th was the last report.
- 15 meetings and practices have been held = 1620 hours between both Stations.
- 15 fire calls since January = 1000 hours
- There was a joint meeting with the Lions and Kinsmen in February. The LRFRR was donated \$2000 by the Lion's Club, with that money a Ruth Lee Adult Rescue Mannequin was purchased. This will be used for training purposes.
- Youth Program consisting of 30 youths, learning about fire behavior and how to put fire out, as well learning about equipment used, such as pumps, ladders, jaws of life.
 - 15 Mondays have been spent training these individuals, with fire fighters putting in 450 hours.
 - Banquet next Monday to close out this year's season.

- The Kinsmen Club donated \$2500.00 to the Youth Program; from that we purchased a child mannequin.
- The annual firefighters banquet was held in March – thanks were given to the Council, staff and residents for recognizing the LRFR.
 - There was recognition for years of service received by three members.
- There are plans underway to have the public watch some training sessions by the LRFR.
- The 75th Anniversary of the Fire Department is coming up; planning will soon start for that milestone.
- A Memorial has been ordered that will be erected outside the Fire Hall to honor the chartered members, retired and deceased members.
- The LRFR are well underway with our cancer prevention policy and procedures at fires.
- The LRFR held a mooseburger sale last month for retired member, Jim Ryan and family. We appreciate the effort from the Firemen and Firettes, and the support from the community. Appreciation was given to Paul's Grocer for donating all the buns and condiments and to all others that supported the silent auction.
- FES-Some members will attend fire school in Grand Falls-Windsor this month to take in seminars offered.
- Firefighter Trevor Tetford just did an upgrade last week on senior living and hazards, etc.
- Pricing has been requested for signage to provide the public with notice of water areas that Fire Rescue will use, if the need arises, for fire protection.
- The LRFR are in the process of removing graffiti from the training site. Please refrain from painting up our smoke house and respect our training grounds.

Councillor Tucker asked Fire Chief Lee for some pointers on what the public should be aware of if they decide to burn brush around their property. Fire Chief Lee responded by telling people that they can check the LRFR Facebook page for updates, he also suggested for the public to check the fire index, respect your neighbours, be careful of where you are lighting fires, be mindful of what you're burning, don't burn anything flammable that can potentially explode, watch for overhead wires, and don't light fires if conditions are windy.

Mayor Freake thanked those firefighters involved in the Junior Firefighters Program.

Update by Councillor Tucker

Councillor Tucker reiterated Councillor Mullett's report on the Community Bulletin Boards. The purpose of the boards is to provide the public with a safe area to stop their vehicle in a manner so as to not impede other traffic and to post notices or view them.

Councillor Tucker put a reminder out to residents and business owners to install the civic number of your property in a prominent place to aid first responders in their location of the property in the case of an emergency.

9. Finance/HR

Update by Councillor Pond

9.1 Cheque Register- Scotiabank (Operating Account)

23-062

Pond/Hooper

Motion to approve the cheque register as presented, from cheque numbers 002769 to 002808 for a total of \$139,174.73 with the exception of 002774 and 002806.

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

Opposed: None

Decision: Motion carried.

Councillor Tucker was in conflict and left Chambers at 7:58:37.

23-063 Pond/Hooper

Motion to approve cheque number 002806.

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

Opposed: None

Decision: Motion carried.

Councillor Tucker re-entered Chambers at 7:58:56.

Deputy Mayor Hooper was in conflict and left Chambers at 7:59:06.

23-064 Pond/Tucker

Motion to approve cheque number 002774.

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

Opposed: None

Decision: Motion carried.

Deputy Mayor Hooper re-entered Chambers at 7:59:30

9.2 Cheque Register- Scotiabank (Gas Tax Account)

23-065 Pond/Hooper

Motion to approve the cheque register as presented, for cheque numbers 002 and 003 for a total of \$164,205.95.

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

Opposed: None

Decision: Motion carried.

9.3 MOU – Die Trac & Town of Lewisporte

Councillor Pond gave a review of the Memorandum of Understanding drafted by Die Trac Technical Institute and presented to the Town of Lewisporte.

23-066 Pond/Hooper

I so move that we accept the MOU, as presented, with the caveat that there will be a disclaimer in it that there will be an obligation for both parties to sit down and renegotiate at the end of six years.

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

Opposed: None

Decision: Motion carried.

10. Other Committees and/or Business

Deputy Mayor Hooper brought forward the establishment of a health committee by the Town. Mayor Freake said that a meeting was scheduled and then cancelled because the Community Advisory Committee and the Central Health Authority have changed. A meeting is scheduled with Vickie Musseau, who is the new Primary Healthcare Facilitator for Central Health in Lewisporte. A new meeting of the Health Committee will be scheduled after that. She also mentioned that she met with a medical practitioner from the Community, details of that meeting will be brought forward later. There was further discussion among the Council about the significance of such a committee.

11. Adjournment

23-067 White/Pond

Resolved that the meeting adjourn.

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

Opposed: None

Decision: Motion carried.

Time of adjournment: 8:12 PM.

Next Public Council Meeting to be held on May 30, 2023.



Krista Freake, Mayor



Coreen Colbourne, Town Clerk/Treasurer