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**Minutes of Council Meeting**

**May 30, 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**

**23-068 Hooper/Tucker**

**Motion to call to order, the Public Council Meeting of May 30, 2023.**

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

Opposed: None

Decision: Motion carried.

Mayor Freake brought forward a land acknowledgement.

1. **Approval of Agenda**

**23-069 White/Mullett**

**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.

1. **Minutes for Approval -** **Regular Council Meeting May 9, 2023**

**23-070** **Hooper/Pond**

**Resolved to adopt the minutes of the Regular Council meeting of May 9, 2023.**

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

Opposed: None

Decision: Motion carried.

1. **Announcement of By-Election**

At the last public council meeting I announced that the Town of Lewisporte would be holding a By-Election on June 14, 2023, regrettably there were no nominations received. In accordance with the Municipal Elections Act 2001, where no candidates are nominated, a further election or by-election shall be called not more than 30 days after the date of the original election or by-election. I therefore make the following motion:

**23-071 Hooper/Tucker**

**Be it resolved to hold a by-election for one Councillor seat on Wednesday, July 12, 2023, from 8:00 am to 8:00 pm., to be held at the Mike Austin Arena.**

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

Opposed: None

Decision: Motion carried.

Nomination days will be held on Wednesday, June 14 and Thursday, June 15, 2023, from 9:00 am to 4:00 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, June 2. The qualifications of a candidate, as well as nomination procedures will be posted at that time.

For anyone interested in running for Council, the Town will be holding a Coffee with Council, to answer any questions that a potential candidate might have. The time and date are to be announced.

Mayor Freake proclaimed May 28 – June 3 as Early Childhood Educators Week, she thanked all those individuals who have such a significant impact on the growth and development of our young people.

1. **Recreation/Tourism Committee**

**Update by Deputy Mayor Hooper**

**Graduation**

Deputy Mayor Hooper extended his thanks to Mayor Freake for inviting him to attend the Lewisporte Collegiate 2023 Graduation and award two scholarships on behalf of the Town.

On behalf of Council and Staff, Deputy Mayor Hooper extended heartfelt congratulations to the exceptional Graduating Class at Lewisporte Collegiate on their resounding success and well-deserved accomplishments during their Graduation ceremony this past weekend. It was with immense pride that they acknowledged the dedication, perseverance, and hard work demonstrated by each and every graduate as they embark on this exciting new chapter of their lives.

He also extended a heartfelt and resounding congratulations to Denver Whiteway and Martina Chaffey, who were selected as the esteemed recipients of the Town of Lewisporte annual scholarships. This distinguished honor is a testament to their unwavering commitment to academic excellence and their invaluable contributions to our vibrant community.

Denver and Martina's outstanding achievements and dedication to both their studies and community involvement have truly set them apart. Their exemplary leadership and tireless efforts in making a positive impact within the town reflect the core values and spirit of Lewisporte. As they embark on their promising futures, the Town commends Denver and Martina for their remarkable accomplishments.

**Park**

A section of Woolfrey’s Pond Park Boardwalk will remain closed for a few more weeks as our workers continue to repair the section from the Gazebo to the Beach, we would like to thank everyone for their understanding and patience as we make the necessary repairs.

The position for park attendant at Woolfrey’s Pond Park closed Friday, May 26th, interviews have commenced, and a new attendant will be hired by the end of the week.

**Arena**

Deputy Mayor Hooper announced that the contract for our arena upgrades, which encompassed the installation of a new condenser and new headers, was awarded to Cimco Refrigeration. We will update with timelines as they become available.

If anyone would like to book the arena for Ball Hockey or an event, please contact Ashley at the Town Office.

**Special Events**

DM Hooper extended an invitation to all members of our community to join us in commemorating Pride Month. On June 1st at 3:30pm, the Town of Lewisporte will host a flag-raising ceremony to honor the spirit of diversity, acceptance, and inclusivity. This special occasion serves as a powerful symbol of our commitment to creating a community that embraces and celebrates people of all backgrounds, orientations, and identities.

**Other Recreation**

DM Hooper announced that all community garden plots have been successfully assigned for the current season. The overwhelming response from our community members truly exceeded our expectations, with an abundance of applications received surpassing the available plots. To provide equal opportunities to all interested individuals, the Town will introduce a randomized draw system. This means that after the application cut-off date, a transparent and unbiased selection process will take place, ensuring fairness and giving everyone an equal chance to secure a coveted garden plot.

Town of Lewisporte is seeking a highly organized, energetic, and passionate individual to oversee our summer sports program and summer day camp program. As the Summer Program Supervisor, you will have the opportunity to create memorable experiences, develop leadership skills, and foster personal growth in our participants and student workers. If you are interested in applying for this position, please email your resume to [programs@lewisporte.ca](mailto:programs@lewisporte.ca) before 12:00 pm on June 5th, 2023.

Town of Lewisporte would like to announce the return of our summer program for another remarkable season. Designed to bring joy, engagement, and unforgettable experiences to the community, this program promises to create cherished memories for participants of all ages. To facilitate seamless access and effortless registration, we are committed to promptly sharing detailed information about the program and its registration process with our residents. To stay informed and up to date, we encourage you to follow our official Town Facebook page and regularly visit our Town Website, where we will be posting all pertinent updates in the days ahead.

Construction is underway at the Town Welcome Sign, where a stone flower box is being added for a touch of natural beauty. Alders in the area are being cleared to enhance visibility. Once the grass grows, picnic tables will be installed, creating a pleasant rest spot for residents and visitors. These improvements aim to create an inviting atmosphere at the entrance, showcasing community pride. Please bear with us during construction as we work towards completing these enhancements. We look forward to the transformed Town Welcome Sign and providing a charming space for all to enjoy.

1. **Economic Development**

**Update by Councillor Pond**

* 1. Vendor Permit - 23-001V; New Haven Enterprises Inc./Little Deb’s – to occupy 207 Main Street.

**23-072 Pond/Tucker**

**Vendor Permit – 23-001V; New Haven Enterprises Inc./Little Deb’s – to occupy 207 Main Street.**

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

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

Opposed: None

Decision: Motion carried.

**Marina**

Nothing new to report.

**Port Development**

Nothing new to report.

**Craft Shop/Museum/Dinner Theatre**

The RFP for consulting services for the development of the former JW Building is out for public response.

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 Economic Development members have developed a strategy that will be presented to Council to ensure the building has a future life.

The Town Manager is currently in St. John’s attending the Energy NL Conference, to continue the networking opportunities that the Town has made in the past.

1. **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, regardless of when the work is completed.

The council had included the cost of a Municipal Plan review in the 2023 budget in the amount of $50,000.00, however, due to cost increases and the absence of qualified individuals the cost has increased to $60,000.00.

**23-073 White/Hooper**

**I hereby motion to spend the additional $10,000.00 in order to facilitate a new Municipal Plan.**

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

Opposed: None

Decision: Motion carried.

Councillor White brought forward the issue of illegal dumping within Town Boundaries, there have been a couple of areas that have seen a lot of refuse dumping. He mentioned that the Town has a spring clean up week so that residents can put out items for pick up.

Councillor White also brought forward the problems that the Town is having at the compost sight. The public is not following the posted procedures. Councillor White reminded the public that they are on camera and not to abuse the site. Deputy Mayor Hooper reminded the public of what it cost last year to clean up a dumping site located near the old Salvation Army Cemetery, and it has happened again recently with the dumping of commercial refuse on property located at the end of the Industrial Park. There was a plea for people to report any illegal dumping seen, anonymously. Residents were reminded that the cost of cleanup does come at the taxpayer’s expense.

**8. Public Works**

**Update by Councillor Mullett**

Councillor Mullett gave a breakdown of what was and was not acceptable at the compost site, there is a guideline posted at the site, he also encouraged the public to call the Town Office if anyone is unsure of the process or has questions.

He reminded the public of construction taking place in the Old Briton Crescent area, please slow down in this area.

He also reminded the public of the community bulletin boards that have been placed in two prominent areas of the Town, to post any notices for yard sales, etc. People are starting to post on telephone poles which the Town is trying to get away from.

The Deputy Mayor asked if there was an update on the Beaumont Street Upgrade, Councillor Mullet said that it was currently between the consultant and Municipal Affairs, the Town is waiting on the approval letter.

1. **Protective Services**

Councillor Tucker spoke about the correspondence that was received by the Town from a concerned resident, about the excessive speeding in the Premier Drive/Stanhope Road business section, there has also been concerns about the Old Briton Crescent area. The Town Manager reached out to Staff Sargent Larry Turner who responded to the Town’s concerns indicating that they would do everything possible with the resources they currently have, to address the speeding in Town. Since that time police presence has been seen in those particular areas and around Town.

Councillor Tucker reminded the public that although we are experiencing some rainy weather, things can change very quickly, he urged the public to be careful when having fires on their property, he said this is a vulnerable time for trees and brush.

**10. Finance/HR**

**Update by Councillor Pond**

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

**23-074 Pond/Hooper**

**Motion to approve the cheque register as presented, from cheque numbers 002809 to 002852 for a total of $87,617.69 with the exception of 002821,002825 and 002835.**

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

Opposed: None

Decision: Motion carried.

Deputy Mayor Hooper was in conflict and left Chambers at 7:37:53.

**23-075 Pond/Tucker**

**Motion to approve cheque number 002821.**

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

Opposed: None

Decision: Motion carried.

Deputy Mayor Hooper re-entered Chambers at 7:38:26

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

**23-076 Tucker/Hooper**

**Motion to approve cheque numbers 002825 and 002835.**

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

Opposed: None

Decision: Motion carried.

Councillor Pond re-entered Chambers at 7:39:01.

**10.2 Review and Accept 2022 Financial Statements**

Councillor Pond gave a brief overview of the Town’s audited financial statements for 2022, the auditors presented them at a privileged meeting with Council on May 23, 2023.

**23-077 Pond/Hooper**

**I so move to accept the audited financial statements as presented, for the year ending 2022.**

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

Opposed: None

Decision: Motion carried.

**10.3** **Review of 1st Quarter**

Councillor Pond gave an overview of the 1st Quarter for 2023. All accounts are progressing at a rate acceptable for the time period reported.

**10.4 MOU – Die Trac & Town of Lewisporte**

After consultation with our auditor, it was felt that the MOU with Die Trac, previously motioned, might need amending, however this topic was been tabled pending further clarification being needed.

**11. Correspondence**

**11.1 Municipal Assessment Agency Memo –** Council was encouraged to review the attached memo.

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

As Chair of the Board of the LMAA, Deputy Mayor Hooper brought forward an update. The Marina commenced operations about a month ago, boats have started going in the water, the budget has been established for the year, there are some updates, repairs, and renovations to take place at the Marina. Board members are anticipating another good year.

Mayor Freake mentioned that there is no representation from Council on the Board of the Heritage Society currently, Deputy Mayor Hooper will take the position temporarily.

**13.**  **Adjournment**

**23-078** **White/Pond**

**Resolved that the meeting adjourn.**

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

Opposed: None

Decision: Motion carried.

Time of adjournment: 7:46 PM.

Next Public Council Meeting to be held on June 20, 2023.

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Krista Freake, Mayor Coreen Colbourne, Town Clerk/Treasurer