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Minutes of Council Meeting

October 22, 2024 7:00 PM

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

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

Mayor Freake brought forward a land acknowledgement.

1. Call to Order – 7:02 pm

24-125 Moved by Deputy Mayor Hooper

2. Approval of Agenda

24-126 Hooper/Tucker

Resolved to adopt the agenda, as presented.

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

Opposed: None

Decision: Motion carried.

3. Minutes for Approval - Regular Council Meeting September 24, 2024

24-127 Haliburton/Pond

Resolved to adopt the minutes of the Regular Council Meeting of September 24, 2024.

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

Opposed: None

Decision: Motion carried.

Mayor's Notes

Mayor Freake gave an update on a meeting held between some members of Council and Minister Parsons and some of his staff, as well as MHA Bennett. It was held to discuss access to the **economic diversification fund** put in trust for the Town, concerns were shared along with some suggestions on how to improve the process.

Mayor Freake brought awareness to the week being **Spiritual/Pastoral Care Week**. A sincere thank you was given to all those that provide spiritual care to the community, along with all the other responsibilities that chaplains/spiritual caregivers provide.

Mayor Freake spoke about the **Small Business Week breakfast** held by the Lewisporte and Area Chambers of Commerce in the morning. She thanked the Chamber members for efforts to bring businesses together and to celebrate their accomplishments.

4. Recreation/Tourism Committee

Update by Deputy Mayor Hooper

Deputy Mayor Hooper reported that the **Mike Austin Arena** is fully operational for the fall 2024/winter 2025 season. It is now available for ice rental, and a reminder was given to anyone wanting to book a time or to see if ice time is available to please call Ashley at the Town Office.

He also reported that the **bowling alley** has started its fall 2024/winter 2025 season. Staff will be hosting spooky bowling this weekend. The Town is looking into purchasing heat pumps for the bowling alley, as well as performing some maintenance to the front entrance.

Deputy Mayor Hooper stated the warning track of the **softball field** is almost complete, there was more sand delivered, once added to the field, the fence will be closed.

He also informed the public that the Town is completing some work on the **sliding hill** and clearing the land behind the tennis courts, the public is asked to exercise caution in the area, as there may be equipment operating there.

Deputy Mayor Hooper reminded the public to **keep their dogs on a leash** while using the Town's trails and to also clean up after their dogs. There was a case of a person nearly falling over the boardwalk when a dog approach who was off leash, while trying to control their own dog and keep the other dog away.

The **Trunk or Treat and Haunted Hike** is this Thursday at Woolfrey's Pond Park, there is parking inside the Park, people attending the event is asked to not park on the road leading into the Park. There is a **sensory friendly** time for trick or treaters, however, the person must be registered prior to the event by calling the Town Office, it will take place 5:30pm -6:30pm. The event will be open to the public from 6:30 pm - 8:30 pm, no registration is required for that time.

The public was asked to stay tuned to the Town's Facebook page for information on the **pumpkin walk**, as well as **Bonfire Night**.

Deputy Mayor Hooper wanted to clarify for Council's behalf, as well as the public, that the amount of \$448,325.20 including taxes and shipping, for the **Splash Pad**, includes the infrastructure and most of the completion of the Splash Pad site. The cost to reconfigure the recreation site for a green space and parking will increase the cost of the project.

Councillor White asked for clarification on the **site of the Splash Pad**, the Superintendent of Works said it was going to be placed at the site of the current basketball and tennis court, but these courts will be moved elsewhere on the recreation field.

5. Economic Development

Update by Councillor Tucker

Councillor Tucker mentioned the meeting between Minister Parsons and staff, Council members, and MHA Bennett, as it was for **economic development projects** for the Town that committee members are currently working on.

He indicated that consultants for the **Dinner Theatre Project** have been hired, as well as a consultant to oversee the **Marina Development Plan**. The Town Manager provided an update on both projects. Consultants have been hired for both projects. The Dinner Theatre consultants have been to Lewisporte twice so far. They have been asked to keep a summer 2025 opening in mind to manage the Town's expectations. To have Council's vision be brought to fruition for the Marina, the Town recognized that a consultant would be needed, Bennett Independent Consulting Services has been hired.

It was reported that the **ATV Trail** from Monroe's Pond to Lewisporte is also progressing.

6. Lands Committee

Update by Councillor White

Councillor White reported that while the fall is here, there are some people still completing projects to the exteriors of their properties, he expressed the importance of obtaining a **permit** to ensure Town regulations

are being followed. He also mentioned, if any property owner has any questions about an existing permit, they are asked to contact the Town Office.

Motions:

Section 7 of the Lewisporte Development Regulations states, "No person shall carry out any development within the Planning Area except where otherwise provided in the Regulations unless a permit for the development has been issued by the Authority."

Motion 1

The Town has observed that works are being conducted at the Civic address of 187-191 Road to the Isles without a Town issued permit. As per The Municipalities Act, 1999, Chapter M-24, Section 404 (1) e), "A council may make an order that the person pull down, stop construction, remove, fill in, alter or destroy the building and restore the site to its original state.

24-128 White/Hooper

I hereby motion a stop work order be issued to the owner of 187-191 Road to the Isles until the owner obtains all necessary permitting.

Mayor Freake clarified the address indicated in the motion was 187-191 Road to the Isles.

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

Opposed: None

Decision: Motion carried.

Motion 2

The Town of Lewisporte Development Regulations 2005, allow, at the discretion of Council, the subdivision of property, providing it meets all requirements under the Municipal Plan. The Town has received an application to subdivide the property of 12-14 Old Briton Crescent. The request was reviewed by the Lands Committee and verified to meet the requirements for subdivision, therefore:

24-129 White/Hooper

I hereby motion to allow the subdivision of 12-14 Old Briton Crescent.

Councillor Tucker wanted to clarify that the reason for the request to subdivide was for residential purposes, it was.

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

Opposed: None

Decision: Motion carried.

Councillor White spoke on the **Municipal Plan** that Council is currently working on to make changes to the Town's development regulations. The first draft has been received by the Town and Council will meet soon to review the draft. Once reviewed and approved by Council, the public will be asked to the Town Hall to see if there are any questions arising from the changes. It is a lengthy process, but Councillor White is hopeful it will be clued up by the end of the year and the new development regulations will be put in place. One change that Councillor White feels the public will like is the increase in size to **accessory buildings** allowed on properties. He also said these regulations are put in place to protect the Town and the property owner(s).

7. Public Works

Update by Councillor Mullett

Councillor Mullett announced that on Monday, November 19th, **Central Newfoundland Waste Management** will begin **garbage collection** for the Town of Lewisporte. As soon as the Town receives further details from CNWM, it will be relayed to the residents.

Councillor Mullett also wanted to make the public aware that the Town has completed **flushing lines**, if a resident notices any running water, to contact the Town Office.

He wanted to inform the public that there is ongoing **maintenance to damaged pavement** throughout the town, repairs are being made as the weather allows.

Councillor Mullett pointed out that the Town is experiencing some mechanical problems with the **crosswalk sign** by the Canada Post building. He reminded the public that pedestrians have the right of way, so drivers should be attentive in that area.

Councillor Tucker asked what the Town will be doing to make the residents aware of the changes to garbage collection, and what the regulations are by Central Newfoundland Waste Management. Councillor Mullett said that as soon as the Town has all the details, residents will be informed through the Town's messaging system, through a mail out, or both, every effort will be made to inform the residents of all changes. It was also noted that garbage collection in Lewisporte will be changed from a four-day to a three-day schedule, and garbage must be placed at the curb by 8:00 am on collection day.

8. Protective Services

Councillor Tucker was very pleased to announce that the **fire dispatching system** is operational, it was activated on October 9th. If anyone ever has to call the fire emergency phone line, they will be answered by a live, professional dispatcher, who will relay the details of the call to the Lewisporte Fire Rescue members. He went on to say as part of that system, fire fighters will also receive a text message through "I am responding". Another component to the system is two-way radio, which allows the firefighters to communicate with dispatch while enroute or at the scene.

Councillor Tucker reminded the public that for Lewisporte Fire Rescue or any first responder to respond accurately and effectively, it is of the utmost importance for property owners to identify their property by placing their **civic number on the home or building**.

Councillor Tucker informed the public that the **Youth Firefighting Program** has started up again by the Lewisporte Fire Rescue.

He also mentioned that last week was **fire prevention week**, the Fire Rescue held an open house at the Fire Hall during that time.

The Protective Services committee held a **joint meeting** with the executive of Fire Rescue on October 15th to discuss some new and ongoing topics.

With **Halloween** upcoming, Councillor Tucker reminded trick or treaters to make sure they will be well scene that night.

Councillor Mullett asked what happens if a person calls **911** rather than the Fire Rescue directly. Councillor Tucker said the person answering the 911 call will dial the Fire Rescue number and relay the details to our dispatcher.

As a result of the new dispatching system, Fire Rescue has stopped using "Who's responding" program and has switched to **"I am responding"**. Members of Fire Rescue feel that this application is a much better service.

Mayor Freake took a moment to congratulate the Fire Rescue on a very informative and welcoming open house during **Fire Prevention Week**.

Councillor Tucker informed the public of the approval through Provincial Government Funding for **4 breathing apparatus systems**.

9. Finance/HR

Update by Councillor Haliburton

9.1 Cheque Register- Scotiabank (Operating Account)

24-130 Haliburton/Hooper

I motion to approve the cheque register as presented, for cheque numbers 04135 to 04205, with the exception of cheque 04141, 04150, 04155 and 04176 for a total of \$707,190.15.

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

Opposed: None

Decision: Motion carried

Councillor White was in conflict and left Chambers at 7:38:40.

24-131 Haliburton/Mullett

Motion to approve cheque number 04141.

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

Opposed: None

Decision: Motion carried.

Councillor White re-entered Chambers at 7:39:05.

Councillor Tucker was in conflict and left Chambers at 7:39:12.

24-132 Haliburton/Mullett

Motion to approve cheque number 04155.

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

Opposed: None

Decision: Motion carried.

Councillor Tucker re-entered Chambers at 7:39:45.

Deputy Mayor Hooper was in conflict and left Chambers at 7:39:52.

24-133 Haliburton/White

Motion to approve cheque number 04150.

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

Opposed: None

Decision: Motion carried.

Deputy Mayor Hooper re-entered Chambers at 7:40:22.

Councillor Haliburton was in conflict and left Chambers at 7:40:24.

24-134 Mullett/Hooper

Motion to approve cheque number 04176.

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

Opposed: None

Decision: Motion carried.

Councillor Haliburton re-entered Chambers at 7:40:51.

10. Other Committees and/or Business

Mayor Freake took some time to update the public on the meeting that was held with the Minister of Health, to continue the process of the **Family Care Team**. She indicated that Minister Hogan and his team were briefed on health care in Lewisporte and the ongoing issues. Those in attendance were updated on the process of establishing a Family Care Team in Lewisporte. The process has slowed already with no successful applicant for the manager position of the clinic being chosen. Other topics discussed included the fully equipped unused medical building in Lewisporte, the provision of emergency care in Lewisporte, and where previous notes from the past CEO of Central Health are.

Councillor White provided an update from a committee he was on, that endeavored to bring an **Air Ambulance** to Gander. It took several years but he was happy to announce that Premier Furey publicized an Air Ambulance would be stationed in Gander, along with a Forest Fire Unit at the Gander Base.

After attending the **Small Business Week Breakfast**, Councillor White highlighted that the Lewisporte and Area Chamber of Commerce is growing in numbers. Ten new businesses have joined the LACC, members are coming up with new ideas and initiatives. He also added the importance of supporting the small businesses in the community. The PC leader, Tony Wakeham was the guest speaker at the event.

Mayor Freake mentioned CBC's Troy Turner reaching out to her for an update on Lewisporte's major projects. She said she noted to Mr. Turner that the small business week breakfast had taken place that morning and because of that the Chamber of Commerce is being interviewed.

Deputy Mayor Hooper extended congratulations, on behalf of himself and Council, to Haley Kinden and the staff, of Kinden's Café and Bakery for receiving the Young Entrepreneur of the Year Award through the Newfoundland and Labrador Organization of Woman Entrepreneurs.

As Chairperson for the **Lewisporte Marina Administrative Authority**, Deputy Mayor Hooper gave an update on the Marina. He said that the season is starting to wind down, the LMAA has had a very strong year, the beautiful weather for the boating season playing a big part in that. LMAA members are looking forward to partnering with the Town for the redevelopment of the Marina. The year has been successful financially with a fair investment in maintenance of the infrastructure, equipment and renovations to the facility. A more detailed report will be brought forward at another meeting. As the finance chair, Councillor Mullett said the numbers are good, receivables are down and revenue is up, he also mentioned the LMAA is hoping to put away some funds for future renovations.

The Mayor mentioned the **special weather statement** issued for the area regarding rainfall amounts. It is a great time to property owners to look at their grounds to ensure things are in good order.

11. Adjournment

24-135 White/Hooper

Resolved that the meeting adjourn.

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

Opposed: None

Decision: Motion Carried

Time of adjournment: 7:52 PM.

Next Public Council Meeting to be held on November 19, 2024.

Krista Freake, Mayor

Coreen Colbourne, Town Clerk/Treasurer