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Minutes of Council Meeting

November 19, 2024 7:00 PM

Present:	Mayor	Krista Freake
	Deputy Mayor	Brian Hooper
	Councillors	Roxanne Haliburton
		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 in Chambers, to those watching on Facebook, and to fellow Councillors and Staff.

Mayor Freake brought forward a land acknowledgement.

1. Call to Order – 7:03 pm

24-136 White/Hooper

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

Opposed: None

Decision: Motion carried.

2. Approval of Agenda

24-137 Tucker/Mullett

Resolved to adopt the agenda, as presented.

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

Opposed: None

Decision: Motion carried.

3. Minutes for Approval - Regular Council Meeting October 22, 2024

24-138 Hooper/Pond

Resolved to adopt the minutes of the Regular Council Meeting of October 22, 2024.

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

Opposed: None

Decision: Motion carried.

Mayor's Notes

Mayor Freake spoke of the meeting that some Council members attended with the **RCMP** on October 23. It was to discuss the provision of services to Lewisporte and Area. Councillor Tucker provided further details in his update on protective services.

The Mayor noted for the public's interest that the Town has contacted MHA Bennett on the **Family Care Team** and the Minister of Health for an update on where they are in its establishment.

The Mayor took time to thank the recreation director and her team for the **Bon Fire night** event.

4. Recreation/Tourism Committee

Update by Deputy Mayor Hooper

Deputy Mayor Hooper reported that work continues on projects within the **Recreation Complex**, including clearing land near the skate park for expansion of the multiuse court, installing a waterline for the splash pad and improving the sliding hill for the upcoming winter season.

He reported that the Town is actively exploring upgrades for other recreation facilities, including the installation of heat pumps and replacing entrance doors to improve accessibility and energy efficiency at the **Bowling Alley**. Feedback from suppliers is being reviewed to determine the best course of action.

He also reported that staff have started construction on the boardwalk at **Woolfrey's Pond Boardwalk**, addressing sections identified as needing updates. Additionally, some brush cutting is being completed to improve accessibility and enhance the aesthetics of the area.

Deputy Mayor Hooper reported on upcoming **Holiday Events** that the Town is will be putting off:

- **Santa's Mailbox:** Jam Jam Jingles, the Town of Lewisporte's very own special elf, is helping ensure that all children's letters reach the North Pole this holiday season. Santa's Magical Mailbox will be set up at the Town Office from **November 25th to December 13th** for children to drop off their letters to Santa and Jam Jam Jingles will be hand-delivering Santa's response right to your door from **December 1st to December 19th**!
- **Tree Lighting Ceremony:** The annual Tree Lighting Ceremony will take place on **December 5th at 6:00 PM** at the Town Hall. Residents can look forward to an evening filled with festive spirit, including hot chocolate and candy canes to keep everyone warm and cheerful.
- **Santa Claus Parade:** The parade will be held on **December 7th at 7:00 PM**. We are encouraging businesses, organizations, and families to participate by creating floats or walking in the parade to make this a magical experience for children and families. After the parade, the Town of Lewisporte along with Santa Claus will be personally distributing loot bags at the Lewisporte Lions Club.
- **Christmas Trail:** The Christmas Trail will officially light up on **December 12th**. Stay tuned to our Facebook page for further details about this exciting event! Where the Christmas trail will be located is to be determined. Further details will be given once available.

We are excited about the busy holiday season ahead and the continued progress on key recreational projects that will benefit our residents and visitors alike.

Mayor Freake took a moment to reflect on the Remembrance Day Ceremony. It was a beautiful morning, and many residents came out to attend. She thanked the Town's staff for the preparations and participation in the Ceremony, as well, she thanked all those other individuals that participated, and the Kinsmen for the lunch provided afterwards.

5. Economic Development

Update by Councillor Pond

5.1 Occupancy Permit - 24-007R (Residential); 2170640 Ontario Limited – to occupy 86 Main Street.

24-139 Pond/Tucker

I so move to accept the occupancy permit, as presented.

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

Opposed: None

Decision: Motion carried.

Councillor Pond reported that social media attention to the condition of the **ATV Trail** has not gone unnoticed. He wanted to make the public aware that it is a priority item for the Town. All documentation that is required has been submitted to the funding agencies and we are hopeful that the project will be approved and can start in the spring. He reported that it is a \$1.5 million investment, it will be a substantial project and hopes that the upgrades will stay in good condition for a very long time with the depth of work being completed. A maintenance fund has also been established for the ATV Trail with local businesses and users to help maintain the railbed.

With regards to the **Commercial Port**, Councillor Pond reported, the Town is gathering information, and Council and staff have made inquiries to the Government of NL. Progression of the project is slow, but it is still ongoing.

He indicated that the consultant for the **Marina Development Plan** is in place, the Town is waiting to hear from that individual as to when discussions can take place regarding moving the project forward.

Consultants have also been hired for the **Dinner Theatre**, consultants have been to Lewisporte already, discussions have taken place. A meeting is scheduled for this week with the consultants and some of the stakeholders. The Town is hopeful that a summer 2025 opening is still on track.

6. Lands Committee

Update by Councillor White

Councillor White reported to date for 2024, there have been 145 **permits** issued, with a couple still pending, two (2) permits were for residential development and two (2) were commercial. He was happy to note that the public were listening to the importance of obtaining them.

Councillor White spoke on the **Municipal Plan** that Council is currently working on to make changes to the Town's development regulations. In the next week or so, Council will meet with the planner to review the draft. Once that takes place, the Town will meet with the public once again, to receive their input.

Councillor White took time to remind the public of the types of material that can be dropped at the **Town's compost site**. He asked people to pay attention to the signage when visiting the site as to what can be composted. He reminded the public that it is taxpayers' dollars that is spent to transport the unsuitable compost items to Central Newfoundland Waste Management.

7. Public Works

Update by Councillor Mullett

Councillor Mullett announced that **Central Newfoundland Waste Management** has begun **garbage collection** in the Town of Lewisporte, collection days are Tuesday, Wednesday and Thursday. He suggested, if residents have any questions about their garbage collection or need clarification on anything, to call CNWM

themselves. He also reported that every resident in Lewisporte should have received a bulletin in the mail with information on CNWM regulations for garbage pick up, information on the sorting of waste items, as well as their contact number. He noted the CNWM is currently collecting garbage for 60 communities in Central Newfoundland, so he is hoping the transition will be seamless.

Councillor Mullett took some time to speak on the upcoming snow clearing regulations that will come into effect on December 1, 2024, and continue until April 30, 2025. He pointed out that there should be no vehicular traffic on the streets between the hours of 12:00 am to 8:00 am, any unattended vehicles left on the street during that time, may be removed at the owner's expense.

8. Protective Services

Councillor Tucker spoke of the meeting that was held between upper management of the **RCMP** and members of the Town of Lewisporte. Discussions were held regarding community policing, resourcing, talks regarding the Lewisporte Detachment specifically, and what we can expect in the near future. It was indicated that there will soon be some positive news for the town regarding the number of officers at the local detachment, the hope of Council is that there will be a full complement of staff. Discussions also included general policing concerns in the community and in the communities serviced by the Lewisporte Detachment, as well as resources at the Detachments covered under the Gander Policing District. From that meeting Council is hoping to form a joint committee with the communities that fall under the Lewisporte Detachment to lobby the Government of Newfoundland and Labrador for more resources. The mayor will be reaching out to those communities to see if there is interest in meeting to discuss policing concerns.

Councillor Tucker reminded the public, once again, of the importance for property owners to identify their property by placing their civic number on the home or building. This request is so the Lewisporte Fire Rescue or any first responder can respond accurately and effectively in an emergency. He also went on to say that properties that are located well back from the road, should look at putting their civic number close to the roadway for ease of visibility. Councillor Tucker went on to describe a situation that recently occurred where the visibility of the civic address caused great delay in the response time of the fire department to a fire at resident's property.

Deputy Mayor Hooper wanted to know the feedback from the fire department on how the new fire dispatching system was working, now that a month or more has passed since the installation. Councillor Tucker reported that all aspects of the system are working well. Deputy Mayor Hooper also asked if during the meeting with upper management of the RCMP, if it was Councillor Tucker's understanding that other parts of the island were being contacted by the RCMP. Councillor Tucker said the RCMP were rallying communities across the island to lobby Provincial government for support of different resources, including more specialized officers.

9. Finance/HR

Update by Councillor Haliburton

9.1 Cheque Register- Scotiabank (Operating Account)

24-140 Haliburton/Pond

I motion to approve the cheque register as presented, for cheque numbers 04206 to 04281, with the exception of cheque 04246, 04247, and 04261 for a total of \$206,313.30.

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

Opposed: None

Decision: Motion carried

Councillor Tucker was in conflict and left Chambers at 7:33:50.

24-141 Haliburton/Pond

Motion to approve cheque number 04247.

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

Opposed: None

Decision: Motion carried.

Councillor Tucker re-entered Chambers at 7:34:15.

Deputy Mayor Hooper was in conflict and left Chambers at 7:34:24.

24-142 Haliburton/Pond

Motion to approve cheque number 04261.

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

Opposed: None

Decision: Motion carried.

Deputy Mayor Hooper re-entered Chambers at 7:34:50.

Councillors Haliburton and Pond were in conflict and left Chambers at 7:34:50.

24-143 Mullett/White

Motion to approve cheque number 04246.

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

Opposed: None

Decision: Motion carried.

Councillors Haliburton and Pond re-entered Chambers at 7:35:27.

9.2 Donation Motions

The Town of Lewisporte would like to show its support to the Salvation Army and the Kinsmen Club by donating to the Christmas Appeal and the Happy Tree, to help those less fortunate this holiday season.

Motion 1:

24-144 Haliburton/Pond

I so move to donate \$100.00 to the Salvation Army Lewisporte Christmas Appeal.

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

Opposed: None

Decision: Motion carried.

Motion 2:

24-145 Haliburton/Pond

I so move to donate \$100.00 to the Kinsmen Club of Notre Dame Happy Tree.

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

Opposed: None

Decision: Motion carried.

Motion 3:

The Town of Lewisporte would also like to show its support for the children and youth that go to school hungry.

24-146 Haliburton/Pond

I so move to donate \$100.00 to the Kids Eat Smart Foundation of Newfoundland and Labrador.

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

Opposed: None

Decision: Motion carried.

Motion 4:

It was the Town's policy to allow personnel that travel for work-related duties to pay a 10% gratuity on meals purchased. This recommendation aims to align a gratuity given with current rates expected by a food service provider.

Council received a copy of the new recommended policy in the November 19, 2024, agenda package.

24-147 Haliburton/Pond

Be it resolved that the Council approves to amend policy AD05-2 to read: Any gratuities will be 15% or less of the purchase.

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

Opposed: None

Decision: Motion carried.

10. Other Committees and/or Business

Councillor Pond provided an update on Dietrac Technical Institute. He said that enrollment this year is up 35%, the Institute is in line for a heavy-duty equipment block, and an additional two blocks before the end of the next calendar year, along with the Institute being in the position to hold a power line block. There are ongoing discussions with partnerships that Dietrac is hoping will come to fruition. He also reported that the Community Hub has been extended for another year, the Hub continues to be used and offers a top notch center in its technological capabilities to host meetings.

Councillor White mentioned that the Community Advisory Committee would be starting next week, in association with NL Health Central Zone after being inactive since last spring. He will bring forward a report at the next council meeting.

As Chairperson for the Lewisporte Marina Administrative Authority, Deputy Mayor Hooper gave an update on the Marina. He reported that the boating season has ended, with the LMAA having a tremendous year, the beautiful weather playing a part in the successful season. The LMAA had their last regularly scheduled board meeting, for the year, last evening, followed by their Annual General Meeting. The LMAA has made substantial upgrades to the facility, yard lighting has been improved, as well as significant repairs have been

made to a couple of pieces of infrastructure. Deputy Mayor Hooper announced that 14 new boats are being stored at the facility for the winter season, and there has been interest shown for the 2025 boating season already. He also indicated that it has been a positive year financially. Councillor Tucker added that the Marina has been featured in the Atlantic Boating Magazine.

Mayor Freake highlighted the upcoming Business Awards Gala taking place November 30th. She thanked the Lewisporte and Area Chamber of Commerce for all the work put into that event.

On behalf of Council, the Mayor passed along condolences to former Mayor Betty Clark on the passing of her husband. She also passed along condolences to the White Family on the passing of Pat White.

11. Adjournment

24-148 Hooper/Pond

Resolved that the meeting adjourn.

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

Opposed: None

Decision: Motion Carried

Time of adjournment: 7:48 PM.

Next Public Council Meeting to be held on December 17, 2024.

Krista Freake, Mayor

Coreen Colbourne, Town Clerk/Treasurer