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Minutes of Council Meeting

January 14, 2025 7:00 PM

Present:	Mayor	Krista Freake
	Deputy Mayor (Chair)	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

1. Call to Order – 7:04 pm

Deputy Mayor Hooper introduced himself to those in attendance and watching on Facebook, he also brought Mayor Freake's regrets for not being able to attend in person.

He announced the delegation that wished to speak at the meeting.

He welcomed fellow Councillors and brought greetings to those in Chambers and to those watching on Facebook.

Deputy Mayor Hooper brought forward a land acknowledgement.

2. Approval of Agenda

25-001 Pond/Haliburton

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. **Delegation** – Mrs. Paula Poole spoke on the topic of the proposed **Biomedical Waste Incinerator**. She wanted to address Council on behalf of herself, her husband, and other members of the community around concerns they have if the incinerator were to be constructed in Lewisporte. She spoke of what incineration means and how pollutants produced by the incineration process could affect the body, and what those pollutants include. She cited human health, environmental and climate related reasons why the incinerator should not proceed at the proposed location. She gave examples whereby the incineration process caused harm to the soil and animals surrounding the incinerator, both near and sometimes farther away. She also pointed out that there were homes and businesses within a 1 km range of the proposed site. In her presentation, Mrs. Poole pointed out that Council is the public servants of the Town, she made a plea to Council to consider the residents concerns.

In response to Mrs. Poole’s presentation, Deputy Mayor Hooper spoke from Council’s point of view on the subject. He said that Council was made aware that there was a proponent making a proposal. It has not come before Council in any other regard to date. He said that it is Council’s responsibility to listen to the concerns that are made by residents. Deputy Mayor Hooper also said that residents should expect to hear a public statement from Council regarding the proposed project, in the coming weeks. He thanked Paula for coming forward, as a spokesperson for the concerned citizens. He also stated that Council must look at all sides but needs to make their decisions according to the interests of the residents of Lewisporte. Councillor Pond offered some commentary on the EIS process and reiterated Deputy Mayor Hooper’s sentiments.

4. **Minutes for Approval - Regular Council Meeting December 17, 2024**

25-002 White/Tucker

Resolved to adopt the minutes of the Regular Council Meeting of December 17, 2024.

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

Opposed: None

Decision: Motion carried.

5. **Recreation/Tourism Committee**

Update by Councillor Mullett

Councillor Mullett reported that the **Mike Austin Arena** continues to thrive this season, with tournaments happening almost every weekend. He said these events bring energy to our facility and community, with teams and spectators traveling to participate. The activity at the stadium not only supports local recreation but also boosts the town’s economy through increased patronage at local businesses.

He encouraged residents to come out and cheer on the **Lewisporte and Area Seahawks** as they compete in various tournaments. The public’s support is invaluable to the teams and helps to create an exciting atmosphere for players and fans alike.

Motions:

The hospitality room currently relies on electric baseboard heating during winter, which is both inefficient and costly. During the summer months, the room becomes uncomfortably warm, impacting its usability for summer programs and events. A heat pump system would provide both efficient heating in winter and much-needed cooling in summer, improving the overall experience for users while reducing operational costs.

The Town received three quotes for this upgrade. The lowest quote, at \$13,524.00 (including taxes), was provided by Brick and Tile Supplies. This quote includes electrical hookup and installation, as well as a comprehensive warranty of 12 years for parts and 6 years for labor.

25-003 Mullett/Haliburton

I would like to make a motion to approve the installation of a heat pump in the hospitality room at the cost of \$13,524.00, as per the quote from Brick and Tile Supplies. This upgrade will ensure a more efficient and comfortable environment for facility users.

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

Opposed: None

Decision: Motion carried.

The bowling alley is experiencing a successful season, with strong participation from leagues, schools, and recreational groups. However, the current heating system is outdated, leading to high operational costs in winter, while the lack of air conditioning creates challenges in maintaining a comfortable environment during the spring and fall seasons.

The installation of heat pumps will address both heating and cooling needs, ensuring a comfortable environment year-round and reducing energy expenses. We received three quotes for the work. The lowest quote, \$22,356.00 (including taxes), was provided by Brick and Tile Supplies. This includes installation, electrical hookup, a 10-year parts warranty, and a 6-year labor warranty.

25-004 Mullett/Haliburton

I would like to make a motion to approve the installation of heat pumps at Winter Games Lanes at a cost of \$22,356.00, based on the quote from Brick and Tile Supplies. This investment will improve operational efficiency and enhance the user experience.

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

Opposed: None

Decision: Motion carried.

The Recreation and Tourism Manager has been actively pursuing **grant opportunities** to support ongoing and future projects. Applications have been submitted for several grants, with plans to apply for additional funding programs. These efforts are critical to offsetting costs and expanding the town's recreational offerings.

The **Winter Carnival** will run from February 12th to 16th, 2025. This event is a key part of the Town's annual calendar and draws significant participation from residents and visitors. The Recreation Department is currently finalizing plans for town-led activities and is inviting organizations and businesses to contribute by hosting events during the carnival. This collaboration ensures diverse offerings for participants and strengthens community involvement. Interested parties can contact the Town Office for further details on how to get involved.

Progress on the **splash pad and comfort station project** continues to move forward. The consultant recently conducted a site survey, gathering essential data for the design phase. The next steps include the creation of detailed drawings, which will provide the basis for future construction work. This project represents a significant investment in family-oriented recreation and will enhance the community's outdoor amenities. Deputy Mayor Hooper explained that the comfort station mentioned includes new washrooms, change rooms, along with a mechanical room for the splash pad, in the same structure. The old washrooms will be demolished.

6. Economic Development

Update by Councillor Pond

Council members involved, along with a steering committee, had the opportunity to meet with the **Marina Consultant** before Christmas. Committee members defined where the project needed to go and some timelines for the project. Members are currently waiting on an update from the consultant.

As previously reported, the Town is close to having the funding package in place for the **ATV Trail**. Councillor Pond is hoping by the end of January everything will be in place, and the engineering consultants will be able to put together a package for tendering, with a start-up date of Spring 2025. He also stated that the improvements will be a \$1.5 million upgrade.

Council was provided with a schematic of what the layout of the **Dinner Theatre** could look like. Council reviewed the plan and hashed out where they felt that project needs to be, what they would like to see and what their expectations are. This was directed to the administrative staff, who will be communicating that back to the consultants. Council is still hopeful that it will be ready by next season.

With regards to the **Commercial Port**, the Town is still waiting to hear back from the Province on the Town's latest proposal to them for financial assistance.

Councillor Pond reported on the meeting that Council had with the Minister of Health, Minister Hogan; MHA Bennett and others involved in health care delivery in Lewisporte, the previous day. The **Collaborative Health Clinic** seems to be moving forward, and RFP is to be sent out this week to secure the site of the clinic. There was also conversation around the overall delivery of health care in the area, he brought forward the public's

concerns around the shortfalls and shortcomings of health care. Minister Hogan has given direction to his team to review reports and inquiries performed by prior department heads of health, with a follow up meeting expected next week to provide further insight on what they are pursuing or what they feel their shortcomings are.

Deputy Mayor Hooper spoke of the **Marina Project** for a moment, he said while the steering committee will lead the project, which is made up of two members of the economic development committee of Council, Chair of the Board of Directors from the Lewisporte Marina Administrative Authority, Commodore of the Yacht Club, a Chamber of Commerce representative, and a Committee at Large representative, along with the Town Manager, Council will be reaching out to others in the community for their input, such as the Marina management, tourism operators, business owners, and service groups.

7. Lands Committee

Update by Councillor White

Councillor White said that although it is winter, it gives property owners time to consider spring improvements, he wanted to stress the importance of permits when considering the improvements.

The Town's Municipal Development Plan Regulations review is ongoing, sometime in February will be the last public consultation meeting. The Town Manager added that the review has come back and can be posted for public commentary, once that process is complete, there will be approval by Council and then by the Provincial Government. Councillor White feels that one of the highlights of the new plan is the increase in size of accessory buildings from 7% up to 9%. The Town Manager said there will not be an in person meeting for the public for this round of development, because of poor attendance at the last session, but the public can express their concerns, etc. through electronic means, on the Town's website.

8. Public Works

Update by Councillor Mullett

Motion:

The Public Works Committee were tasked to review and update the Town's current snow clearing policy, some of the highlights of the new by-law include hours of operation, removal of discretionary authority from management, adjusted priority routes, and the inclusion of staff coverage on weekends.

25-005 Mullett/White

I hereby motion to accept the proposed snow clearing by-law, as presented.

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

Opposed: Councillors Mullett and White.

Decision: Motion carried.

9. Protective Services

Update by Councillor Tucker

Councillor Tucker mentioned in a previous meeting how the Town has sent an invitation to the communities that fall under the jurisdiction of the Lewisporte RCMP Detachment to discuss **policing issues** that the communities are experiencing. These will be brought forward to the upper management of the RCMP and potential lobbying of Government for help with concerns that are made. Councillor Tucker hopes these discussions will be a regular event, and the RCMP has indicated that they would like to be a part of the meetings. The meeting date is hopeful for February.

As Councillor Tucker has done in the past, he reminded the public of the importance for property owners to clearly identify their property by placing their **civic number on the home or building** so that is visible from the street. This request is so the Lewisporte Regional Fire Rescue or any first responder can respond accurately and effectively in an emergency. 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 asked how the new **paging system** is working for the fire fighters, Councillor Tucker said it was working well. He went on to say that the dispatchers check the system daily to ensure it is operating as it should, and the fire department is pleased with the system that is currently in place.

Councillor White took a moment to clarify the vote on the motion for the snow clearing policy. Councillor Pond brought forward an explanation for the snow clearing policy. There was further discussion by Council on the particulars of the policy. Councillor Mullett brought forward an incident that occurred that affected the accomplishment of duties in a timely manner because of changes in the policy. There was debate over specific aspects of the policy. Councillor Pond suggested that if the policy proves to be inefficient, the policy can be amended.

10. Finance/HR

Update by Councillor Haliburton

10.1 Cheque Register- Scotiabank (Operating Account)

25-006 Haliburton/Pond

I motion to approve the cheque register as presented, for cheque numbers 04328 to 04387, with the exception of cheque 04328, 04366 and 04383 for a total of \$260,868.23.

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 8:03:15.

25-007 Haliburton/Pond

Motion to approve cheque numbers 04328, 4366 and 04383.

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

Opposed: None

Decision: Motion carried.

Councillor Tucker re-entered Chambers at 8:03:50.

During the budget speech, Councillor Haliburton highlighted the Town's commitment to minimizing financial pressures on both residents and businesses by keeping the **schedules of rates and fees** unchanged. However, upon submitting the Town's proposed budget, along with the corresponding schedule of rates and fees to the Department of Municipal and Provincial Affairs for approval, the Town received feedback requesting some changes to align with the new Towns and Local Service District Act (effective January 1, 2025).

As part of this alignment, a vacant land mil rate and water rate category have been introduced. The mil rate for vacant land will remain the same as for other properties—8.5 mils. Additionally, a vacant land water rate of \$50.00 per year will be implemented. In the coming years, residents and businesses may see further changes in some of the fees charged, as the new Act introduces fees based on cost recovery.

During the budget process, the Town Council also reviewed the fees for the Town's recreational facilities. Given the significant costs associated with maintaining the stadium, bowling alley, and campground, Council has decided to implement a nominal increase in fees for users of these facilities. This decision will only impact users of these facilities.

10.2 Motion of New Schedule of Rates and Fees

As part of the budgeting process, Municipalities are required to include a schedule of rates and fees, which outlines the tax rates and fees that will apply for the year. This schedule includes the mil rates, water and sewer fees, due dates, interest charges, discounts, and other relevant items. For many years, the Town of Lewisporte has provided a senior's low-income discount. However, upon submitting the schedule to the Department of Municipal and Provincial Affairs this year, the department raised a concern, stating that the senior's low-income discount is not permitted.

If the Town proceeds with the senior's low-income discount, the budget will not be approved, and the Town will not receive its municipal operating grant, a significant amount of funding (\$303,536.00) that is essential for balancing the budget. As per section 112 (b), of the Towns and Local Service District Act, a town council may allow a discount to persons who provide satisfactory proof to the town council of financial hardship. This year, the Town will introduce a low-income reduction for those who qualify. The details can be found in

the schedule of rates and fees, along with the application for the reduction of property and water/sewer fees, which can be accessed online or at the Town Office.

As Chair of finance, I make the following motions:

Motion 1

24-008 Haliburton/Pond

I motion to rescind motion 24-160, which states, "Be it resolved that Council shall adopt the 2025 Schedules of Rates and Fees established within this budget, as attached."

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

Opposed: None

Decision: Motion carried.

Councillor Pond clarified that despite having to discontinue the senior's low-income discount, Council hoped to include many of the seniors in the new low-income reduction. The new discount will be reviewed at the end of 2025.

Motion 2

24-009 Haliburton/Pond

Be it resolved that Council shall adopt the revised 2025 Schedules of Rates and Fees established within the budget, as attached."

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

Opposed: None

Decision: Motion carried.

10.3 Motion of Meeting Schedule

In keeping with the Towns and Local Service District Act, section 39 (3) of the Act states, "A schedule of the regular monthly meetings to be held under subsection (1) shall be approved annually by resolution of the town council and shall set out the date, time and place of the regular meetings."

24-010 Haliburton/Pond

Be it resolved that the Town Council of Lewisporte will hold a public council meeting every fourth Tuesday, from today's date, January 14th, 2025, at the Town Hall, located at 152 Main Street, beginning at 7:00 pm.

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

Opposed: None

Decision: Motion carried.

11. Other Committees and/or Business

Councillor White reported that he received an email for personnel with the **Community Advisory Committee**, that the committee was to begin again, and new membership is being pursued. He indicated that he would still be a member.

12. Adjournment

25-011 Pond/Haliburton

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: 8:11 PM.

Next Public Council Meeting to be held on February 11, 2025.

Krista Freake, Mayor

Coreen Colbourne, Town Clerk