

Minutes of Council Meeting

Town Hall Apr 24, 2018 7:00 p.m.

Present:	Mayor	Betty Clarke	
	Deputy Mayor	Krista Freake	
	Councillors:	Stephen Hollett	Brian Hooper
			Perry Pond
			Kenneth Tucker
			Brian Peckford
	Town Manager	Chris Watton	
	Rec. Director	Corb Randell	
	Supt. Works	Sharon Peckford	
	Recording Secretary	Elaine Burse	
Regrets:	Town Clerk/Treasurer		

1. Call to Order

Mayor Betty Clarke called the meeting to order at 7:06 p.m.

Mayor Clarke commented on the MNL meetings she attended with the Town Manager in Grand Falls/Windsor April 20 and 21, 2018.

2. Agenda

18-097 Freake/Tucker

Resolved to adopt the agenda as presented.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, and Tucker.
None opposed. Motion carried.

3. Minutes

3.1 Council Meeting April 10, 2018

18-098 Pond/Hooper

Resolved to adopt minutes of the April 10, 2018 regular Council meeting as circulated.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, and Tucker.
None opposed. Motion carried.

4. Action Sheet

Tabled for information.

5. Town Manager Report

One of the biggest issue hearing from residents is the status of the capital works projects.

5.1 Fire Hall

- Project meeting was held April 17, 2018 with representatives from Council, the consultants and the Department of Municipal Affairs and Environment. The next step is to define the scope of work in order to prepare the Prime Consultant Agreement. This includes completing a HAZMAT inspection, and an assessment of the current fire hall to determine its suitability for the renovations. The functional programming to determine what will be included in the new building and what the Department will permit to be included will come later. The upfront work, including engineering should be completed by the fall of 2018, therefore the construction will begin at the start of the 2019 construction season.

5.2 Outfall Consolidation Project

- Advised April 20, 2018 the review by Department of MAE is completed. Waiting on Permit to Construct which should have it this week. The project will be ready to tender next week, work completed this summer and fall. As part of the project a by-pass road is required, initial consideration is to use the booster line.

5.3 Water Tower Project

- Waiting on acquisition of the land from Crown Lands. Crown Lands waiting on one more referral, Service NL. SOW contacted Service NL to hurry the process. This is what Gov Canada waiting on to move the project forward.

5.4 MNL Central Regional Meetings/GFW/April 20-21, 2018

- Attended by the Mayor and Town Manager. Some highlights include:
- The Department of MAE gave a briefing on the new federal infrastructure program. Details are not finalized between the governments of Canada and NL, so applications will not be available until the fall 2018. This is the program the town will apply for the splash pad.
- **Legalization of cannabis:** The discussion regarding the merits of legalizing cannabis is long over, as of July 1, 2018 cannabis will be legally available for retail purchase in Canada. The Federation of Canadian Municipalities have published a "Municipal Guide to Cannabis Legalization" available on their website. The responsibility for cannabis regulation in NL is by the Newfoundland Liquor Corporation. The NLC will regulate location of retailers, regarding adjacency to schools, etc. Cannabis will be made available to everyone in NL within one-hour drive.
- **MNL Functional Regions Project:** This is a partnership between MNL and Dr. Alvin Simms, the Harris Centre's Regional Analytics Lab. An RFP will be issued soon for a pilot project where municipalities in a region can apply to be part of a study the regional economic development opportunities that exist in the region, for the purpose of informing evidence-based policy and strategies for regional economic development through community and regional engagement.
- **Municipalities Act Review:** Presentation by Danielle Somerton, lawyer, Department of MAE. Government are open to amending all sections of the Act if required. Through consultations the most commonly heard areas of concern/themes were taxation, conflict of interest, enforcement, sale of land, and others. Most people are optimistic there will be a new Act in 2019 that works for municipalities.

6. Recreation/Tourism

6.1 Updates by Deputy Mayor Freake

- No formal meeting held; meeting is scheduled for May 2, 2018.

- Deputy Mayor met with Recreation Director and Stadium Manager to do an overview of the Recreation Department, ongoing issues, and student hiring policy.
- A big thank you to Mike Martin and the Lewisporte Minor Hockey Association for hosting a vigil in the Lewisporte Stadium on April 12 for the Humboldt Broncos; very inspiring and touching vigil.
- Deputy Mayor attended the 40th Anniversary Gala Dinner and Dance of the opening of the Kinsmen building and brought greetings on behalf of the Town of Lewisporte.
- MBS tickets purchased before June 1 will be entered in a draw for a \$2,000 travel voucher from LeGrow's Travel.

6.2 Memo from Recreation Director/Town Website

18-099 Freake/Hollett

Resolved to move forward with Prime Creative at a cost of \$14,175 plus HST for the design of a new Town of Lewisporte website.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, and Tucker.
None opposed. Motion carried.

6.3 Memo from Recreation Director/Ad in Saltwire 2018 Summer Vacation Guide

18-100 Freake/Hollett

Resolved to purchase 1/3 page ad in the Saltwire 2018 Summer Vacation Guide at a cost of \$531 plus HST.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, and Tucker.
None opposed. Motion carried.

Deputy Mayor Freake recommended a profile be compiled of all advertising for all departments for the current year.

6.4 Student Applications

- Federal applications are submitted; provincial applications became available April 19 with high school applications deadline on May 22 and post-secondary May 7.

6.5 Janeway Children's Hospital Foundation Donation

- Picture taking for cheque presentation was April 23 with Mayor Clarke, Lewisporte Minor Hockey Association President Rodney Foss and Event Organizer Lucas Batt.

7. Economic Development

7.1 Updates by Councillor Pond

- Funding application in the amount of \$55,000 has been submitted; favourable response is expected.
- NOIA Conference to be held in St. John's June 18-21, 2018.

7.2 NOIA Ad

18-101 Pond/Tucker

Resolved to advertise ½ page in the NOIA Conference Guide at a cost of \$812 plus HST.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, and Tucker.
None opposed. Motion carried.

7.3 NOIA Conference – June 18-21, 2018

18-102 Pond/Tucker

Resolved to approve two delegates to attend the NOIA Conference in St. John's from June 18-21, 2018 at a cost of \$1258 plus per delegate (Approx. cost \$1,450). Delegates will be members of the Economic Development Committee.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, and Tucker.
None opposed. Motion carried.

- Councillor Tucker commented on the 2017 NOIA Conference he attended; conference was very informative and beneficial for the Town.

7.4 Home Based Business Application/Matthew & Heather Ball (Central RV Service and Repair Ltd.), 10 Ridgewood Drive

18-103 Pond/Tucker

Resolved to approve the Home Based Business Application from Matthew & Heather Ball (Central RV Service and Repair Ltd.) to operate from 10 Ridgewood Drive.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, and Tucker.
None opposed. Motion carried.

8. Lands

8.1 Updates by Councillor Hooper

- Meeting held April 19, 2018.
- Crown Lands application for Third Avenue is approved and ongoing.
- Pelley Street land expropriation is ongoing.
- Industrial Park development is ongoing with the developer and development plan.
- Business owner to meet with Council regarding railbed purchase.
- Kingsway Development is ongoing; land is cleared and grubbed and is awaiting Service NL approvals.
- Hann's Point Memorial is zoned as Open Space Conservation and therefore no development can take place.

9. Public Works

9.1 Updates by Councillor Hollett

- Meeting held April 16, 2018.
- Sewer Consolidation project still with the Dept. of Municipal Affairs; received plan approval and waiting for approval to construct.
- Water tank project is still proceeding; currently waiting approval from Crown Lands.

9.2 Flow Meter Tenders

18-104 Hollett/Pond

Resolved to accept the tender from BioMAXX to supply flow meters for 4 outfalls at a cost of \$59,740 plus HST.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, and Tucker.
None opposed. Motion carried.

9.3 Sewer Snake Policy

18-105 Hollett/Pond

Whereas the Town of Lewisporte currently does not have a policy on loaning out sewer snakes to residents and local businesses have sewer snakes for rental;

Be it resolved that the Town of Lewisporte will no longer loan out Town sewer snakes to residents.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, and Tucker.
None opposed. Motion carried.

9.4 Tender to Supply Drywall at Public Works Building

Councillor Pond declared a conflict of interest and left the meeting.

18-106 Hollett/Tucker

Resolved to purchase 150 sheets of drywall from J. I. Pritchett's & Sons at a cost of \$2,566.80

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, and Tucker.
None opposed. Motion carried.

Councillor Pond returned to the meeting.

9.5 Pumphouse Security

18-107 Hollett/Pond

Whereas security was identified as an issue in our inspection for the Town's permit to operate the water supply and was identified as a risk from the Town's auditor;

Be it resolved to purchase and install cameras at the pumphouse at a cost of \$1,550.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, and Tucker.
None opposed. Motion carried.

9.6 RFQ for Painting Water Tower, Train, and Other Town Assets

- RFQ is ready to be sent out and will be advertised.

9.7 Automated Chlorination System

18-108 Hollett/Pond

Resolved to accept the tender from ATS (Dan Hynes) at a cost of \$7,880 plus HST for the automated chlorination system at the pumphouse.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, and Tucker.
None opposed. Motion carried.

9.8 NL Power New Distribution Line

- NL Power installing new distribution line from town garage to Junction.
- Area on Crown Lands map identified as “lookout”.
- NL Power to update proposal.

10. Protective Services

10.1 Updates by Councillor Tucker

- Regional Fire Fighting Services moving forward; Board met April 17.
- Town of Comfort Cove/Newstead has now joined the Regional Fire Services; Council to be updated.
- Youth Firefighting Program is ongoing; year end banquet is scheduled for May 12, 2018.
- Committee meeting scheduled for Thursday, April 26.

11. Finance

11.1 Cheque Register

18-109 Hooper/Pond

Resolved to approve cheques 37148 to 37156.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, and Tucker.
None opposed. Motion carried.

11.2 Donation Request/Lucas Rideout and Lincoln Canning

18-110 Hooper/Pond

Whereas the donation request from Lucas Rideout and Lincoln Canning does not meet the requirements in the Town of Lewisporte’s Donation Policy;

Be it resolved to deny the donation request and forward a letter to the individuals advising them of Council’s decision.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, and Tucker.
None opposed. Motion carried.

12. Other Committees and/or Business/Correspondence

12.1 Youth Council Representative (Deputy Mayor Freake)

- Two applications received to date.
- Deadline to apply is May 15, 2018.
- Ads on social media.

12.2 Lewisporte Wellness Advisory Committee

- Agenda item for Protective Services Committee meeting scheduled for April 26, 2018.
- Committee members to be selected.

12.3 Letter from Family Medical Clinic/Incentive Package

- Mayor Clarke received an email from the doctors at the Family Medical Clinic regarding incentive packages for doctor recruitment for the clinic.
- Response letter to be forwarded to Family Medical Clinic stating incentive packages for doctor recruitment will be for both clinics.

12.4 Municipal Symposium/May 3-5 in Gander

- Any Councillor/ Manager wishing to attend are to advise the Town Clerk.

12.5 Craft and Trade Show

- Meeting scheduled for Friday, April 27.
- Booths nearly all booked; only 3 left with a waiting list.

12.6 Mussel Bed Soiree

- MBS meeting held April 8th; plans are moving forward.
- Advance Ticket purchase contest deadline is June 1, 2018.

13. Adjournment

18-111 Hollett/Pond

Resolved the meeting adjourn.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, and Tucker.
None opposed. Motion carried.

Time: 7:58 p.m.

Betty Clarke, Mayor

Sharon Peckford, Recording Secretary