

Minutes of Council Meeting

Town Hall Dec 19, 2017 5:30 p.m.

Present:	Mayor	Betty Clarke
	Deputy Mayor	Krista Freake
	Councillors:	Stephen Hollett (via teleconference)
		Brian Hooper
		Perry Pond
		Calvin Smart
		Kenneth Tucker
	Town Manager	Brian Peckford
	Town Clerk/Treasurer	Elaine Bursey
	Supt. Works	Corb Randell
	Dir. of Recreation/Tourism	Chris Watton

1. Call to Order

Mayor Betty Clarke called the meeting to order at 5:40 p.m.

2. Agenda

17-252 Hooper/Freake

Resolved to adopt the agenda as presented.

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

3. Delegations - None.

4. Minutes

4.1 Council Meeting Dec 5, 2017

17-253 Tucker/Pond

Resolved to adopt minutes of the Dec 5, 2017 regular Council meeting as circulated.

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

5. Action Sheet

Reviewed and items removed as completed, or moved to respective committee action sheet.

6. Finance

6.1 Cheque Register

17-254 Hooper/Pond

Resolved to approve cheques 36705 to 36769 excluding cheques 36727, 36729, 36738, 36740, 36741 and 36753.

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

6.2 Cheques 36740 and 36741

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

17-255 Hooper/Tucker

Resolved to approve cheques 36740 and 36741.

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

Councillor Pond returned to the meeting.

6.3 Cheques 36729 and 36753

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

17-256 Hooper/Pond

Resolved to approve cheques 36729 and 36753.

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

Councillor Tucker returned to the meeting.

6.4 Cheques 36727 and 36738

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

17-257 Pond/Hollett

Resolved to approve cheques 36727 and 36738

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

Councillor Hooper returned to the meeting.

6.5 Budget 2018

Highlights from Budget 2018 - Councillor Hooper (Finance Committee Chair):

- All rates (mil, water, etc.) remain the same.

- All existing services are maintained.
- Exploring funding options for secondary bypass road, splash pad, dog park, southside playground, etc.
- Funds allotted for resource development (attraction of offshore oil and gas companies, etc.).
- The next budget, 2019, will be prepared using a zero-based approach; all expenses must be justified for each new period. Zero-based budgeting starts from a "zero base," and every function is analyzed for its needs and costs. Budget 2019 will then be built around what is needed for the upcoming period, regardless of whether the budget is higher or lower than the previous one.
- 2018 looks to be a promising year and thanks were expressed for the input of everyone who contributed.

17-258 Hooper/Pond

Resolved to approve Budget 2018 as attached.

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

6.6 Tax Rates and Fees 2018

17-259 Hooper/Pond

Resolved to adopt the 2018 Tax Rates and Fees as attached.

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

6.7 Exemptions

17-260 Hooper/Pond

Resolved that pursuant to Section 111 of the Municipalities Act M-24, the properties listed below owned by service club/charities in the Town of Lewisporte be exempt from property tax for 2018:

Kinsmen Club of Notre Dame, 47 Centennial Drive
Loyal Orange Lodge, 230-232 Main Street
Masonic Lodge, 12 Tizzard Street

Also resolved that pursuant to Section 111 of the Municipalities Act M-24, the Interfaith Goodwill Centre be exempt from the payment of 2017 business tax and water tax.

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

6.8 Lions Club Exemption

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

17-261 Pond/Freake

Resolved that pursuant to Section 111 of the Municipalities Act M-24, Lewisporte Lions Club, 18 Bowater Avenue, be exempt from property tax for 2018.

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

Councillor Hooper returned to the meeting.

7. Recreation/Tourism

7.1 Lewisporte Seahawks Allstar Game

- Lucas Batt requested the Town donate ice time for 2 hours on Dec 23 for an Allstar game with all profits being donated to the Janeway Children's Hospital.
- Councillor Smart relayed nothing else is booked for that time at the stadium; and no overtime will be paid out as staff is scheduled to work. He also indicated the request adheres to the Donation Policy.

17-262 Smart/Hollett

Resolved to waive the ice rental fee for the Dec 23 Seahawks Allstar Game.

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

7.2 Young's Industrial Refrigeration Ltd. / Stadium Repairs Invoice

- Councillor Smart presented an invoice from Young's Refrigeration Ltd. in the amount of \$8,392.29 for gas leak repair; original quote was ~ \$4,000.00.
- He explained the electronic controller which Young's installed was faulty and had to be removed and replaced.

17-263 Smart/Hollett

Resolved to approve invoice 59947 from Young's Industrial Refrigeration Ltd. in the amount of \$8,392.29.

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

7.3 Silk Stevens (NLL) Limited / Rec Shed Design Invoice

17-264 Smart/Hollett

Resolved to approve invoice 1591 from Silk Stevens (NLL) Limited in the amount of \$4,312.50 for professional services for drafting and code review relating to the construction of a new recreation shed.

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

7.4 Stewardship Association of Municipalities / Scholarship

Information has been forwarded to Deputy Mayor Freake for distribution to the 2018 graduating class.

8. Economic Development

8.1 Updates by Councillor Pond

- Meeting held with Minister Crocker on Dec 8 (Councillors Hooper and Pond, and Town Manager).
- Town's objective was to garner government support to market our port which; support was received.
- Government still has an operational requirement for the port; but is willing to work with the Town and is open that Town market as it sees fit.
- Government has a 5-year capital investment plan which includes maintenance on the wharf which is positive for the Town.
- The current coastal contract is due to expire in 2019, not sure beyond that.
- Overall positive meeting.

8.2 Business Application / Miles Holdings Inc., 204 Main Street

17-265 Pond/Tucker

Resolved to approve the Business Application from Miles Holdings Inc. to operate from 204 Main Street.

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

8.3 Business Application / Harbourview Drugs Ltd.

17-266 Pond/Tucker

Resolved to approve the Business Application from Harbourview Drugs Ltd. to operate Lewisporte PharmaChoice from 41 Centennial Drive.

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

8.4 Lewisporte Orangestore / Request to Sell Fireworks

17-267 Pond/Tucker

Resolved that Lewisporte Orangestore, 400 Main Street, be permitted to sell family type fireworks as per Permit FFP-02741 from the Dept. of Fire and Emergency Services.

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

8.5 Business Application / Notre Dame Refrigeration Ltd., 518-520 Main Street

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

17-268 Tucker/Freake

Resolved to approve the Business Application from Notre Dame Refrigeration Ltd. to operate from 518-520 Main Street.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Smart and Tucker.
None opposed. Motion carried.
Councillor Pond returned to the meeting.

9. Lands

9.1 Development Regulations Amendment No. 23, 2016 / Adoption

The Town received an application to develop an apartment building on the east side of Main Street in the Mixed Development Land Use Zone. Condition 13 of the Mixed Development Land Use Zone Table prohibits residential development on the east side of Main Street.

The purpose of this Amendment is to amend condition 13 of the Mixed Development Land Use Zone Table to allow residential development on both sides of Main Street in the Mixed Development Land Use Zone.

During the preparation of this amendment, Council undertook the following initiatives so that individuals and groups could provide input to the proposed Development Regulations Amendment. The Town Council of Lewisporte published a notice in *The Pilot* newspaper on March 23, 2016, advertising the proposed amendment to consider comments, objections and representations from the public. The Town Council also placed the proposed amendment on display at the Town Council Office from March 23 to March 30, 2016, for residents to view and to provide any comments or concerns in writing to the Council concerning the proposed amendment. No verbal or written comments were received.

The Town of Lewisporte Development Regulations will be amended by deleting condition 13, Residential and Commercial Uses in the list of conditions in the Mixed Development as shown below:

13. Residential and Commercial Uses

Residential and commercial uses permitted within Mixed Development Zone shall be located on the west side of Main Street, except for commercial uses which of necessity would be located within or attached to industrial buildings on the east side of Main Street.

And replacing with :

13. Residential and Commercial Uses

Residential and commercial uses shall be permitted within the Mixed Development Zone on both sides of Main Street.

17-269 Freake/Hooper

Under the authority of Section 16 of the Urban and Rural Planning Act 2000, the Town Council of Lewisporte adopts the Town of Lewisporte Development Regulations Amendment No. 23, 2016.

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

9.2 Development Regulations Amendment No. 26, 2017 / Adoption

The Town received an inquiry to develop a seniors' home in the area of Masonic Terrace. This area is presently zoned as Residential Medium Density. Seniors' homes are classed as special care institutional uses which is neither a permitted or discretionary use in the Residential Medium Density Lane Use Zone Table.

The purpose of the amendment is to add special care institutional uses as a discretionary use to the Residential Medium Density Land Use Zone Table, Schedule C. The amendment will also add a condition limiting special care institutional uses as homes for the aged and limiting their location to Masonic Terrace.

17-270 Freake/Hooper

Under the authority of Section 16 of the Urban and Rural Planning Act 2000, the Town Council of Lewisporte adopts the Town of Lewisporte Development Regulations Amendment No. 26, 2017.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hooper, Hollett, Pond, Smart and Tucker.

None opposed. Motion carried.

9.3 33-35 Stanhope Road

17-271 Freake/Hooper

Whereas the Town of Lewisporte received a request to sell approximately 10,800 m² land located at 33-35 Stanhope Road for the purpose of industrial development, the exact size to be determined by a legal survey, it is resolved to sell the land pursuant to section 201.2 of the Municipalities Act, 1999, and for the un-serviced rate of \$2.69/m². It is further resolved the purchaser shall be required to sign "The Town of Lewisporte Agreement of Purchase and Sale."

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

10. Public Works – Meeting Dec 11, 2017

10.1 Updates by Councillor Hollett

- Public Works employees busy with clean up at Town yard, leak repairs, asphalt patching, sewer issues, etc.
- Approval in Principle has been received for the new Water Tank Project with construction in the Industrial Park area; project will provide much needed fire flow for uptown area and completion expected in 2018.

10.2 Sewer Block / 12 Reid Street

17-272 Hollett/Smart

Whereas it was determined that a sewer block was located at the point of connection between the service line and the Town's main line, well beyond the curb/property boundary and out in the street, it is resolved to reimburse the property owner for costs incurred to a plumber in the amount of \$172.50.

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

10.3 Surplus Equipment / V-Blade

17-273 Hollett/Smart

Resolved to sell surplus equipment, one v-blade, as per Section 201.2 of the Municipalities Act.

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

10.4 Fire Hall Expansion Project

17-274 Hollett/Smart

Further to a presentation by Exploits Engineering Consultants Limited, it is resolved to accept Exploits Engineering Consultants Limited for the Fire Hall Expansion Project.

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

11. Protective Services – No report.

12. Other Committees and/or Business/Correspondence

12.1 Mussel Bed Soiree – Meeting Held Dec 17, 2017

Updates by Deputy Mayor Freake / MBS Liaison:

- Many items discussed such as budget, bands, communications, accountability, etc.
- Councillor Hooper suggested a meeting be held with Council and the MBS Committee early in 2018 to ensure everyone is on the same page; and to confirm “we are certainly in this with the MBS Committee.”

12.2 Condolences

On behalf of Council, Mayor Clarke extended condolences on the passing of Mayor John Hickey of Happy Valley Goose Bay.

13. Adjournment

17-275 Hollett/Smart

Resolved the meeting adjourn.

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

Time: 6:36 p.m.

Betty Clarke, Mayor

Elaine Bursey, Town Clerk/Treasurer