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Minutes of Council Meeting

Town Hall May 14, 2019 7:00 p.m.

Present:	Mayor	Betty Clarke
	Deputy Mayor	Krista Freake
	Councillors:	Stephen Hollett
		Brian Hooper
		Kenneth Tucker
		Perry Pond
		Derek White
	Dir. Recreation & Tourism	Paul Ennis
	Supt. Public Works	Todd Champion
	Recording Secretary	Sharon Peckford
Regrets:	Town Manager	Brian Peckford
	Town Clerk/Treasurer	Elaine Bursey

1. Call to Order

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

2. Agenda

19-093 Hooper/Freake

Resolved to adopt the agenda as presented.

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

3. Minutes

3.1 Council Meeting April 30, 2019

19-094 Hollett/Pond

Resolved to adopt minutes of the April 30, 2019 regular Council meeting as circulated.

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

4. Action Sheet – Tabled for information.

5. Recreation/Tourism

5.1 Updates by Deputy Mayor Freake

- Meeting held May 9, 2019.
- Draft copy of 9/11 Project Booklet distributed to Council for their review and will be discussed at next Council meeting.
- Suggested building for youth centre is not suitable; Recreation Director will meet with the youth and obtain a desired floor plan. Town Manager will investigate other options for a youth centre and bring forth a recommendation to Council at the next meeting.
- Mayor Clarke will join with the students from Lewisporte Collegiate on May 31 for a walk from Lewisporte Collegiate to the Town Hall, “Fridays for the Future” climate change campaign.
- Municipal park will be open for the season on Thursday, May 16; interviews are completed for park staff.
- Children registering for the Summer Sports Program will have to be five years old and must have already completed grade kindergarten this year to be eligible to participate. The Town don’t want to interfere with other organizations and businesses in town that offer similar programs.
- Position for Special Events Coordinator for a temporary six month period has been advertised; deadline is May 17.

5.2 Relay for Life/Donation

Councillor Hollett declared a conflict of interest and left meeting.

19-095 Freake/Hooper

Resolved to donate \$300 to the Relay for Life as per Donation Policy.

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

Councillor Hollett returned to the meeting.

5.3 Ice Plant Review

- Council did a walk through of the stadium ice plant with Cimco Refrigeration on May 9 and key maintenance/upgrade factors were identified.

19-096 Freake/Hollett

Resolved to engage the services of a mechanical engineer to develop the specs of the stadium ice plant maintenance.

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

5.4 Emergency Funding Application/Stadium Ice Plant

19-097 Freake/Pond

Resolved the Recreation Director apply for an Emergency Funding Grant in the amount of \$30,000 and will also work with the Town Manager to review the Town's budget for the balance to cover the cost of the repairs.

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

5.5 Recreation Master Plan

19-098 Freake/Hollett

Resolved to engage the consulting services of Tract Consulting Inc. for the Recreation Master Plan in the amount of \$37,191.09; \$15,000 from a grant and the balance of \$22,000 will come from the recreation budget.

In favour: Mayor Clarke, Deputy Mayor Freake, Councillors Hollett, Hooper, Pond, and Tucker.
Opposed: Councillor White. Motion carried.

5.6 Tourism Strategy

- Rec. Director has been in contact with ACOA and the Department of Tourism, Culture, Industry and Innovation regarding a tourism strategy. Approximate cost will be \$100,000; \$90,000 to be received from a grant from the funding agencies. When the application is approved, the Town will hire a consultant.
- Councillors Pond and Tucker will assist the Rec. Director on this initiative.

5.7 Woolfrey's Pond Boardwalk

- Councillor White raised some concerns over the condition of the boardwalk.
- It was suggested a monitoring policy and weekly checklist be implemented as well as the Maintenance Plan be actioned.

6. Economic Development

6.1 Updates by Councillor Pond

- No meeting held.
- Town working through the offshore oil and gas Marketing and Development Plan; meeting is scheduled for May 30 with George Osmond & Associates Inc.
- Economic Diversification Strategy has been forwarded to the major political parties; responses have been received.
- Concerns were raised over the present condition of the government wharf that is now being utilized by the fishing enterprise.
- EDC to meet with owners of the fishing enterprise to discuss the condition of the wharf and what are their future plans for the wharf.

7. Lands

7.1 Updates by Councillor Hooper

- Meeting held May 8, 2019.
- Town Manager will contact the interested parties regarding the buffer change for Road to the Isles.

- Town Manager will forward a letter to residents of 10 Dildo Street and 7 Russhann Street advising all correspondence has been sent to the appeal board and no further action can be taken by the Town as it is a legal matter at this time.
- Supt. of Works to meet with the Town's engineer regarding the Industrial Park development.
- Supt. of Works will meet with the property owner of 7 Range Road when a revised survey is obtained at which time the Town will offer the property owner land on Alder Road taking in the booster line and give a 30-day extension to vacate the property by July 31, 2019.
- Supt. of Works commented on complaints he received from residents of Second Avenue regarding development in their area. Residents feel they should be informed of any new development. Going forward, the Town will inform residents of future plans.
- Town Manager and Supt. of Works will meet to further discuss this issue and forward a general letter to all residents who are impacted by this development.
- Councillor Tucker recommended Council should meet and have discussions on how to improve communications as a whole for the town, staff, and Council.

8. Public Works

8.1 Updates by Councillor Hollett

- No meeting held.
- Town staff are monitoring the parking at the post office area.
- Three beavers trapped to date; Town will continue to monitor this situation maybe late August or early September.
- Supt. of Works will submit a proposed drawing of the downtown parking area to the Public Works Committee and prepare a cost estimate for the crosswalk sign.

9. Protective Services

9.1 Updates by Councillor Tucker

- Fire hall extension project commenced on May 13 and expected time frame for completion is the end of September 2019.
- Mayor Clarke attended the year end banquet of the Lewisporte Youth Firefighting Program on May 11 and was very pleased with the youth program.
- Lewisporte Regional Fire Rescue is now temporarily relocated to the rec shed.

10. Finance

10.1 Cheque Register

19-099 White/Freake

Resolved to approve cheques 38364 to 38408, excluding cheques 38385, 38389, 38393, and 38394.

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

10.2 Cheque 38389

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

19-100 White/Freake

Resolved to approve cheque 38389.

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

Councillor Hooper returned to the meeting.

10.3 Cheques 38393 and 38394

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

19-101 White/Freake

Resolved to approve cheques 38393 and 38394.

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

Councillor Tucker returned to the meeting.

10.4 Cheque 38385

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

19-102 Freake/Hollett

Resolved to approve cheque 38385.

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

Councillor White returned to the meeting.

10.5 Rental Fee/Repeater Station

- Councillor Tucker inquired if the radio stations using the repeater station are paying a yearly rental fee to the Town.
- Town Manager to follow up.

11. Other Committees and/or Business & Correspondence

11.1 Circular from MNL/Clar Simmons Scholarship

Information only.

11.2 Die Trac/Equipment Tender

- Department of Transportation and Works usually advertise a list of equipment for tender; Die Trac inquired if they could partner with the Town of Lewisporte in bidding for equipment for the college to be used for training purposes.
- Town Manager will contact the Campus Administrator when the tender is called.

11.3 Next Generation 911

- Councillor White commented on the meeting he attended in Gander regarding Next Generation 911.
- Town to receive information package by the end of May and have all documentation returned to their office at the earliest convenience.
- Agenda item for Protective Services Committee.

12. Adjournment

19-103 Hooper/White

Resolved the meeting adjourn.

Time: 8:49 pm

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

Betty Clarke, Mayor

Sharon Peckford, Recording Secretary