



P.O. Box 219
Lewisporte, NL A0G 3A0
Phone (709) 535-2737
Fax (709) 535-2695
Website: www.lewisportecanada.com

Minutes of Council Meeting

June 16, 2020 7 p.m. Via Zoom

Present:	Mayor	Betty Clarke
	Deputy Mayor	Krista Freake
	Councillors:	Stephen Hollett
		Brian Hooper
		Kenneth Tucker
		Perry Pond
		Derek White
	Town Manager	Brian Peckford
	Town Clerk	Elaine Bursey
	Supt. Public Works	Todd Champion
	Recreation and Tourism Manager	Ashley Ivany

1. Call to Order

Mayor Clarke called the meeting to order at 7:04 p.m.

2. Agenda

20-103 Hollett/White

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 June 1, 2020

20-104 Hollett/Hooper

Resolved to adopt minutes of the June 1, 2020 regular Council meeting as circulated.

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

4. Recreation/Tourism

4.1 Updates by Deputy Mayor Freake and Councillor Hollett

- Welcomed Ashley Ivany as the Town's new Recreation and Tourism Manager.

- Stadium closed due to an ammonia leak and may be closed until Feb 2021; Town is working closely with consulting firm (SNC Lavalin) with hopes of an earlier completion of work and opening date.
- Woolfrey's Pond Municipal Park is in operation; work continues to improve the WIFI.
- Other aspects are ongoing (welcome sign, Canada Day virtual events, Mussel Bed Soiree, Craft and Trade Show, Summer Sports Program, etc.) with updates to follow.
- Scouts Canada may be operating in Lewisporte this fall. Interested persons can consult the Lewisporte Scout Group on Facebook.

4.2 Explore Travel Guide

20-105 Freake/Hollett

Resolved to advertise in the Explore Travel Guide at a cost of \$1250.00.

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

5. Economic Development

5.1 Updates by Councillor Pond

- Currently reviewing the lease between the Town of Lewisporte and Canoe Hill Adventure Tours (Surgeon's Cove Head, Exploits Island).
- Partnering with LMAA on a beautification/business development plan (undertaken by Tract Consulting).
- Federal Port Transfer is ongoing, awaiting documentation from the Minister of Municipal Affairs to allow the Town to accept the transfer.

5.2 Woolfrey's Pond Park

20-106 Pond/Tucker

Resolved to proceed with Tract Consulting to execute the park redevelopment plan previously presented at ~\$958K, noting the business plan shows that revenue generated should offset annual debt servicing.

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

5.3 Economic Diversification Strategy

- Letter of displeasure that lack of effort has been shown on the Economic Diversification file has been sent to Premier Ball. Copies also sent to Ms. Coffin and Mr. Crosbie hoping for support in upcoming budget; and Mayor Clarke will be discussing the issue on radio open-line shows.
- Councillor Pond referred to the Feb 4, 2020 motion 20-034 (*"Resolved to provide correspondence to our MHA Derek Bennett to vote against the budget if, upon the conclusion of next Wednesday's meeting, we feel that we are not going to receive a favourable response, a favourable response being a commitment that any and all required wharf improvements, so that we can improve our economic diversification strategy – whatever it takes to ensure that work can start this fiscal year, will be implemented in this year's budget 2020, an allocation that will permit the*

project to proceed in this calendar year) noting the conditions have not been met, and now is the time to send the letter to MHA Bennett asking him to vote against the upcoming budget.

- Councillor Tucker reiterated Councillor Pond's comments and added that a future demonstration by Council should be considered to help garner public support for this initiative.
- Mayor Clarke read a text message she had just received (during the meeting) from MHA Derek Bennett. It read "Port Transfer is with Joe Anthony of Justice and Public Safety for review and feedback. Wharf and upland properties agreement is being finalized and Minister Crocker will meet with Town to present when completed."

6. Lands

6.1 Occupancy Permit 20-002C / 514-516 Main Street

20-107 Tucker/White

Resolved to approve Commercial Occupancy Permit 20-002C issued to Dream Décor Inc. at 514-516 Main Street.

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

6.2 Occupancy Permit 20-003C / 508 Main Street

20-108 Tucker/White

Resolved to approve Commercial Occupancy Permit 20-003C issued to Donna D. Young, Rick W. Young (Recreation Essentials) at 508 Main Street.

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

6.3 Fence Regulations 2020

20-109 Tucker/White

Resolved to adopt the Town of Lewisporte Fence Regulations 2020.

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

6.4 Commercial Vehicle Regulations 2020

20-110 Tucker/White

Resolved to adopt the Town of Lewisporte Commercial Vehicle Regulations 2020.

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

6.5 Building Permit Application No. 20-015 / 221 Main Street

Councillor Tucker declared a conflict and was removed from the virtual meeting through audio and visual disconnection.

20-111 White/Hooper

Resolved to deny permit application no. 20-015 to construct a garage at 221 Main Street as it contravenes the Town of Lewisporte Development Regulations.

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

Councillor White noted:

- The Town of Lewisporte Accessory Building Regulations state: “No accessory building or part thereof shall project in front of any building line without the permission of Council.” The Lands Committee, in conjunction with the town planner, has decided the garage is not considered to be attached to the main structure of the residential building, and therefore is considered an accessory building. The applicant proposes to build the garage in front of the building line.
- If the development is permitted to proceed, the garage, as proposed, will be approximately 8.2 meters in front of the common building line of most residential structures in the area, causing aesthetic and safety concerns.
- The Town of Lewisporte Development Regulations state the Residential Medium Density Zone requires a minimum building line setback of 6 meters; this development proposes a building line setback of 4.72 meters, contrary to the minimum setback in the Development Regulations.

Councillor Tucker re-entered the virtual meeting.

6.6 Updates by Councillor Tucker

- The Land Committee approved Building Permit # 20-046, issued to C & R Distributors Limited to construct a storage building at 19 Stanhope Road.
- The Accessory Buildings Regulations are still going through the adoption process.

7. Public Works

7.1 Updates by Councillor Hooper

- Street recapping and other maintenance work is ongoing.
- Industrial Park Road is on the maintenance list.
- The Town Manager and Supt. of Public Works are investigating ATV usage throughout town.
- There are concerns of residential waste being dumped in composting area, which is not permitted. The use of surveillance cameras is being explored.

7.2 Asset Management Plan

Asset Management Plans will be required in the near future if municipalities wish to utilize Gas Tax funding; therefore it is prudent for Lewisporte to apply now while there are grants available.

20-112 Hooper/Pond

Be it resolved that Council direct staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for Asset Management Initiative: Phase 1 and Phase 2. And be it therefore resolved that the Town of Lewisporte commit to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

“Phase 1, Asset Register”

“Phase 2, Asset Prioritization”

Be it further resolved that the Town of Lewisporte commit \$12,500 from its budget toward the costs of this initiative.

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

Councillor Hooper noted:

If Lewisporte applies individually, you are eligible for \$50,000 funding with a 20% contribution from Lewisporte of \$12,500 for a total project of \$62,500.

If Lewisporte applies collaboratively, you are also eligible for \$50,000 funding, but with a 10% contribution from Lewisporte of \$5,575 for a total project of \$55,575. Lewisporte has reached out to other municipalities in the area hoping others may complete their own asset management plan at the same time thereby reducing the town's portion.

The Town Manager noted that Gas Tax can be used for the Town's portion.

8. Protective Services

8.1 Updates by Councillor White

- Air Ambulance and Waste Management Meetings are upcoming.

9. Finance

9.1 Cheque Register

20-113 Hollett/Hooper

Resolved to approve cheques 92-124, excluding cheques 104 and 116.

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

9.2 Cheque 104

Councillor Pond declared a conflict and was removed from the virtual meeting through audio and visual disconnection.

20-114 Hollett/Freake

Resolved to approve cheque 104.

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

Councillor Pond re-entered the virtual meeting.

9.3 Cheque 116

Councillor Hooper declared a conflict and was removed from the virtual meeting through audio and visual disconnection.

20-115 Hollett/Freake

Resolved to approve cheque 116.

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

Councillor Hooper re-entered the virtual meeting.

9.4 Pond Road Water, Sewer and Road Upgrade

20-116 Hollett/Hooper

Resolved to accept cost-shared funding as outlined in the Municipal Affairs and Environment project approval letter dated June 11, 2020 to finance the Pond Road Water, Sewer and Road Upgrade Project, No. 17-GI-21-00036 for \$615,933. The Town of Lewisporte agrees to provide \$111,710 in funding for this project and authorizes the Mayor and Town Clerk/Treasurer to enter into a funding agreement with the Dept. of Municipal Affairs and Environment on behalf of the Town of Lewisporte.

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

9.5 Mayor Clarke Update

- The Mayor advised she received another text from MHA Bennett “Minister Crocker will finalize a time to arrange a call for this week.”

10. Adjournment

20-117 White/Hooper

Resolved the meeting adjourn.

Time: 7:55 p.m.

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

Betty Clarke, Mayor

Elaine Bursey, Town Clerk/Treasurer