



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

Minutes of Council Meeting

October 6, 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/Clerk (Acting)	Todd Champion
	Recreation and Tourism Manager	Ashley Ivany
	Recording Secretary	Elizabeth Elliott

1. Call to Order

Mayor Clarke called the meeting to order at 7:03 p.m.

2. Agenda

20-161 Freake/Hooper

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 September 15, 2020

20-162 White/Hollett

Resolved to adopt minutes of the September 15, 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

- Meeting scheduled for October 15.

- Stadium: Mechanical connection of the portable ice plant began today and should be completed by the end of the week. Electrical connection should be completed early to mid-next week. Once completed it will take approximately five days for ice. Barring any unforeseen issues, the stadium should be open shortly thereafter. Preparations are underway inside the stadium to ensure government guidelines are met.
- Special Events: The Town will be hosting a haunted hike at Woolfrey's Pond Park on October 29. This year it will be a drive through event from 6:30pm – 7:30pm for all ages. Any organizations, business, volunteers, school groups or families who would like to participate can contact the town office.

4.2 Stadium Air filter

20-163 Freake/Hollett

Resolved to purchase a spare set of air filters for the stadium, due to long delivery times and more stringent regulations on the air filtering system, at a cost of \$1,512.51 plus HST.

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

4.3 Stadium Garbage Shed

20-164 Freake/Hollett

Resolved to build a new garbage shed for the stadium at a cost of \$2,400.00 plus HST. Funds to come from 2020 Recreation Department budget.

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

5. Economic Development

5.1 Phase II Offshore Oil and Gas Development/Marketing Strategy

20-165 Pond/Tucker

Resolved to support an application to ACOA and Industry, Energy and Technology (IET) in the amount of \$125,875.00 for Phase II Offshore Oil and Gas Development/Marketing Strategy. Cost ratio is ACOA 59.5%, IET 25% and the remainder 15.5% to be covered by the Town of Lewisporte.

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

5.2 NOIA Fall Seminar

20-166 Pond/Tucker

Resolved to advertise in the NOIA Fall Virtual Conference event at a cost of \$1,215.50.

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

- Cost will be covered proportionately as part of the Phase II application submitted to ACOA and IET.

5.3 Updates by Councillor Pond

- Meeting held September 25.
- Woolfrey's Pond Park: Re-development project is proceeding slower than anticipated because of delays due to Covid- 19. Updates forthcoming from consultant on timeline for the project.
- LMAA: Partnership with LMAA on a business development plan is moving forward.
- Economic Diversification Strategy: Approval in principle has been granted to repair/upgrade the wharf infrastructure in Lewisporte to support the Town's Economic Diversification Strategy following the discontinuation of the Labrador Coastal Freight service. The Town will immediately action an engineering study to inform the project scope and the cost for the repair/replacement and will be in touch in the coming weeks as the engineering study is commissioned and progresses. Transportation and Works have earmarked \$400,000 to do the study. This will identify the scope of work to allow for inclusion in Budget 2021.
- Mayor Clarke added that MHA Bennett will be meeting with the Town to discuss the wharf re-development. Mayor Clarke will be on the morning show tomorrow morning at 7:40 am regarding the \$400,000.00 in funding.

6. Lands

6.1 Updates by Councillor Tucker

- Meeting held September 17 and was attended by three delegations.
- Railbed: Lands committee will be reviewing land (sections of the railbed) that can potentially be sold now that the ATV trail is nearing completion. Any revenue generated from sale of the railbed is meant to offset the cost of trail upgrades.
- Helicopter Flight: Took place on September 16 and was approximately one hour. Water levels were extremely low with no significant obstructions. Photos were also taken during the flight for the new town sign.
- Next meeting scheduled for October 14.

7. Public Works

7.1 Updates by Councillor Hooper

- Meeting held September 21.
- ATV Trail Signage: Requirements for signage have been identified and are under review by Acting Town Manager/Clerk. Several stop signs have already been installed.
- Project Status: Waiting on correspondence from various entities of government on projects. MHA Bennett has been engaged to follow up on status of projects.
- Water Supply System: Issues with intake have been identified. Divers have been on site and the issue should be rectified in the coming days. No concern for water supply at this time.
- Re-capping: Quotes received to date have been extremely high, waiting on one more quote. Public Works Dept. continue to do maintenance and repairs.
- Some members of Council and Mayor Clarke visited the new Public Works building recently and noted that it is a great addition to the Public Works Dept.

7.2 Loader

20-167 Hooper/Pond

Resolved to accept and award the tender bid to purchase a new loader (2020 budgeted item) to Brandt Tractor (John Deere dealer) in the amount of \$194,995.00 plus HST.

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

- Councillor Hooper noted that the tender includes the retrofit of one of the current loaders, that is also a John Deere, and attachments will be interchangeable.

7.3 New Salt Shed

20-168 Hooper/Pond

Resolved to accept and award the tender to supply and install a new salt shed at the public works depot (2020 budgeted item) to Burnt Bay Construction in the amount of \$92,000.00 plus HST.

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

8. Protective Services

8.1 Regional Training Site Repairs

20-169 White/Freake

Resolved to proceed with the necessary repairs on the Regional Training Site at a cost of \$5,500.00 plus HST.

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

- Meeting scheduled with Regional Fire Dept. Executive Thursday, October 8.

8.2 Updates by Councillor White

- Waste Management: Tender has gone out to build a new garage to house the fire truck at the waste management site. Agreement submitted to Lewisporte, Bishop's Falls and Norris Arm to provide fire services at the waste management site and is currently under review by the three towns.
- Air Ambulance: Efforts are ongoing to lobby government to have Gander as a regional site for services.

9. Finance/HR

9.1 Updates by Councillor Hollett

- No meeting held.

- Budget process for 2021 will be starting soon.
- Auditors were in recently and financial reports are forthcoming.

9.2 Cheque Register

20-170 Hollett/Hooper

Resolved to approve cheques 303-361, excluding cheques 310, 319, 327, 335, 343, 338 and 352.

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

None opposed. Motion carried.

9.3 Cheque 310

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

20-171 Hollett/Hooper

Resolved to approve cheque 310.

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

None opposed. Motion carried.

Councillor Pond re-entered the virtual meeting.

9.4 Cheque 319

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

20-172 Hollett/Freake

Resolved to approve cheque 319.

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

None opposed. Motion carried.

Councillor Hooper re-entered the virtual meeting.

9.5 Cheques 327, 335 and 343

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

20-173 Hollett/Hooper

Resolved to approve cheques 327, 335 and 343.

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

None opposed. Motion carried.

Councillor Tucker re-entered the virtual meeting.

9.6 Cheques 338 and 352

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

20-174 Hollett/Hooper

Resolved to approve cheques 338 and 352.

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

Councillor White re-entered the virtual meeting.

10. Website Committee

10.1 Updates by Councillor Hollett

- Two-year process to launch a new Town website is complete and should go live by Friday, October 9 or Monday, October 12.
- New website address is www.lewisporte.ca

10.2 Welcome to Lewisporte Sign

- Photo has been selected and Councillor Hollett presented a mockup for viewing.
- New sign scheduled to be completed by the end of October.

11. Mayor Clarke Update

- MNL Virtual Conference is Saturday, November 7. Councillors who would like to register can contact the Town office.

12. Adjournment

20-175 Hollett/Freake

Resolved the meeting adjourn.

Time: 7:41 p.m.

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

Betty Clarke, Mayor

Todd Champion, Town Manager/Clerk (Acting)

Elizabeth Elliott, Recording Secretary