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Minutes of Council Meeting

February 23, 2021 7:00 PM. Via Zoom

Present:	Mayor	Betty Clarke
	Deputy Mayor	Krista Freake
	Councillors:	Brian Hooper
		Kenneth Tucker
		Perry Pond
		Derek White
	Town Manager (Acting)	Todd Champion
	Recreation and Tourism Manager	Ashley Ivany
	Town Clerk (Acting)	Elizabeth Elliott
Regrets:	Councillor	Stephen Hollett

1. Call to Order

Mayor Clarke called the meeting to order at 7:02 PM.

2. Approval of Agenda

21-046 Freake/Hooper

Resolved to adopt the agenda as presented.

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

Decision: Motion carried.

3. Minutes for Approval

3.1 Regular Council Meeting February 2, 2021

21-047 White/Tucker

Resolved to adopt the minutes of the Regular Council meeting of February 2, 2021, as attached.

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

Decision: Motion carried.

4. Recreation/Tourism Committee

4.1 Update by Deputy Mayor Freake

A meeting was held on February 15.

- The direction of the Recreation Dept. has changed significantly since the province moved back to Alert Level 5. The stadium and bowling alley are closed at this time and we will wait for further direction from the CMO and public health department.
- Tender for the new ice plant is being reviewed. Council will engage in further discussion regarding this.
- Woolfrey's Pond Park: Recreation/Tourism Manager continues to work on options for WiFi extension. Opening date is to be determined. Waiting on direction from public health for camping.
- Committee has had preliminary discussions regarding summer programming.
- Winter Carnival events were postponed. Virtual events are being planned and details will be available on the Town Facebook page. Consideration will be given to revert back to the original planned events should restrictions be reduced in a time frame that would allow us to do so.
- The hanging basket program information has been sent out and residents can contact the Special Events Coordinator at the Town Office for enquires.
- Discussions are ongoing regarding options for Mussel Bed Soiree and the Craft and Trade Show. Direction will be taken from Public Health Guidelines on how to proceed with these events.
- The ice is still down at the Stadium. Cost of renting the portable ice plant is significant and a decision will be made likely by Friday Feb 26th regarding the rental once it is determined if we will remain at Alert Level 5.

5. Economic Development Committee

5.1 Update by Councillor Pond

- Woolfrey's Pond Park: The final details for the comfort station, basketball court and entrance improvements are currently being worked on and will be undertaken by Town resources during the winter. Committee does not foresee any issue with those aspects being completed prior to the season opening. Details for the other aspects of the Business Plan will be looked at over the coming months in anticipation of having some projects ready for Fall 2021.
- Marina Land Transfer: MP Scott Simms continues to work on the file. An information package has been forwarded to Minister O'Regan, our representative in the Federal Cabinet. The lease renewal date is fast approaching, and we have put a focus on ensuring that we have this addressed prior to July 2021.
- Marina Business Plan which the Town has agreed to share with the LMAA continues to be worked on. Information is being compiled. Some aspects of the plan were ready to move forward but have been put on hold until the land issue is addressed.
- Offshore Oil & Gas Committee: Progress has had some temporary delays due to Covid restrictions, however the consultant continues to provide industry updates and committee will continue its efforts.

- Port Re-Development Project: Commercial project was tendered and ready to be awarded prior to the election but because government is in a caretaker mode the project did not proceed as anticipated. Committee will continue to push for the project to proceed.

- Dietrac Board of Directors were presented financial statements recently. College doing extremely well and showed \$100,000 profit at their July 2020 year end. Entering into the final year of the \$1,000,000 loan that was secured to purchase the shares of Dietrac almost ten years ago. Dietrac will be looking for additions to their Board of Directors in the near future.

6. Lands Committee

6.1 Update by Councillor Tucker

A meeting was held February 10.

- Request received from Lewisporte & Area Chamber of Commerce to place a sign at the Train Park. Committee has requested more detail on size & design.

6.2 South Side Excavating – Application for a Quarry Permit (Crown Land Application)

- An application was received for a quarry permit from South Side Excavating Ltd. requesting approval to acquire Crown Land and Council was provided the application for review. Proposed location is approx. 1500 metres south of the Town of Lewisporte, east side of Route 340 (approx. 700 metres from Route 340) and would be approx. 4 hectares. Proposed area is outside Town boundary but inside Town planning zone. Committee identified an area of concern and will recommend that access to the site would be an existing crossing over bottom brook rather than a new crossing in order to protect the habitat.

21-048 Tucker/White

The Lands Committee recommends, and I move to approve the application to acquire Crown Land for a quarry from South Side Excavating as presented with recommendations to the government departments that no new crossings be made over bottom brook but rather the proposed quarry be accessed through an existing access route.

Councillor Tucker further clarified that the nearest point from the boundary of the proposed quarry to bottom brook is approx. 400 metres. Also, a snowmobile trail passes through the area but is outside the boundary of the proposed quarry and would pass to the east and south of the proposed quarry zone anywhere from 200-300 metres. Committee does not foresee any issues with the current snowmobile trail if access comes in from the existing pit (Porters Pit). Councillor Pond added that the project will be vetted through expert departments of government for review and approval.

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

Decision: Motion carried.

Mayor Clarke welcomed Fire Chief Rob Fudge who joined the meeting at 7:22 pm.

7. Public Works - no report.

Meeting scheduled for March 3.

- Councillor Hooper reminded the public that Snow clearing Regulations are in effect and expressed appreciation to town forces for their snow clearing efforts. Residents are encouraged to clear any fire hydrants near their property.

Mayor Clarke also expressed that the snow clearing in our town is excellent.

8. Protective Services – no report.

- Councillor White advised that because of Alert Level 5 the Fire Department postponed their election for Chief. The election will be re-scheduled once Alert Levels allow.
- The public was reminded to use caution when snowmobiling on our trails and to be cautious and courteous to walkers in particular on Woolfrey's Pond Road.
- Fire Chief Rob Fudge advised that the fire department has had to respond to an incident outside town limits to help rescue people who became stranded on a floating bog. The public is reminded to stay on the trails because many areas off the trails are very unsafe like bogs, ponds and also the harbour is unsafe. Fire Chief also reminded the public to keep dryer vents clear of snow. Ice candles also present a hazard in particular around electrical and should be removed. The Fire Dept. is accepting applications for new members and applications are available at the Town Office, both male and female applicants are welcome.

9. Finance/HR

9.1 Update by Councillor Hooper

The Finance Committee met on February 16.

- Committee discussed Air B & B regulations and has been in consultation with Municipalities NL & Lab (MNL) who do not have model regulations or a policy available for Air B & B's. We have reached out to other municipalities and will update once more information is received.
- Committee met with LMAA February 16 to discuss the renewal of the lease agreement which has been put on hold due to the lease agreement with the Federal government.

9.2 Cheque Register

21-049 Hooper/Freake

Resolved to approve cheques numbered 00637 to 00676, excluding cheques 00641, 00659, 00660, 00661, 00667 and 00671.

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

Decision: Motion Carried.

9.3 Cheque 00641

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

21-050 Hooper/Freake

Resolved to approve cheque number 00641.

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

Decision: Motion Carried

Councillor Pond re-entered the virtual meeting.

9.4 Cheques 00659, 00661, 00667 and 00660

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

21-051 Hooper/Freake

Resolved to approve cheques 00659, 00661, 00667 and 00660.

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

Decision: Motion Carried

Councillor Tucker re-entered the virtual meeting.

9.5 Cheques 00671

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

21-052 Tucker/White

Resolved to approve cheque 00671.

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

Decision: Motion Carried

Councillor Hooper re-entered the virtual meeting.

9.6 Seniors Discount

Council offers a discount to seniors who are considered to have low income and the level of income has been set at the threshold for qualifying for the Guaranteed Income Supplement. The proof required to determine if a resident qualifies is producing an OAS T4A for the previous year showing receipt of the Guaranteed Income Supplement. Any resident who turns 65 in December and qualifies for the OAS supplement will not receive a T4A because the first payment is in January however they will receive a letter from Canada Revenue Agency advising that the income level in 2020 qualifies them to receive the supplement. Therefore, they will meet the definition of a senior who has low income but cannot produce a T4A.

21-053 Hooper/Freake

Currently our tax fee structure reads: Seniors' discount 15% for seniors receiving the Guaranteed Income Supplement Box 21 2020 T4A OAS

The Finance Committee recommends, and I move that the proof of income on the tax fee structure be amended to include: or other proof satisfactory to council that the income level of a resident who has reached the age of 65 in the previous year is at or lower than the income threshold required to qualify for the OAS Guaranteed Income Supplement.

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

Decision: Motion Carried

9.7 Water Tax Exemption – 23 Council Road

21-054 Hooper/Freake

An application was received for tax exemption under Council's policy of exempting Water and Sewer Taxes on homes that has not received these services for at least one year. This application meets the criteria of the policy.

Resolved to approve a water tax exemption in the amount of \$390.00 for taxation year 2020 for property owned at 23 Council Road.

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

Decision: Motion Carried

9.8 Appointment of ATIPP Coordinator

21-055 Hooper/White

The Town of Lewisporte must have within our staff a ATIPP Coordinator (Access to Information and Protection of Privacy), it is a legislative requirement that Municipalities appoint a ATIPP Coordinator. The role of a Coordinator is to receive and process ATIPP request, ensure compliance with privacy provisions of the ATIPP ACT, educate staff about the ATIPP ACT and prepare statistical reports and request. The current ATIPP Coordinator is on extended leave and I hereby move to appoint our Recreation Director as the ATIPP Coordinator for the Town of Lewisporte.

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

Decision: Motion Carried

10. Update by Mayor Clarke

Mayor Clarke recently attended two zoom meetings: one with the Health Accord who are speaking to all stakeholders in NL & Lab to evaluate and implement a plan to bring to government to try to improve health care services in the province. Currently NL & Lab has the worst health care system in Canada with the highest spending per capita, the lowest percentage of children, the highest percentage of seniors and a significant drop in the rural population. Mayor Clarke plans to attend future meetings as well and the report will be available December 31, 2021.

Mayor Clarke also attended a zoom meeting with Central Health CEO and the senior management team of Central Health who gave an update on Alert Level 5 and how services are reduced. Non-elective surgeries are cancelled, visitations are suspended, and only emergency procedures are going ahead. Projects on hospitals are also on hold.

11. Adjournment

21-056 Pond/Hooper

Resolved that the meeting adjourn.

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

Decision: Motion carried.

Time: 7.42 PM

Betty Clarke, Mayor

Elizabeth Elliott, Acting Town Clerk/Treasurer