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**Minutes of Council Meeting**

**March 15, 2022 7:00 PM, Council Chambers**

Present: Mayor Krista Freake

 Deputy Mayor Brian Hooper

 Councillor Rhoda Hannem

 John Mullett

 Perry Pond

 Ken Tucker

 Derek White

 Town Clerk Coreen Colbourne

 Recreation and Tourism Manager Ashley Ivany

 Superintendent of Works Ivan Bridger

Regrets: Town Manager Todd Champion

Mayor Freake brought greetings to those watching on Facebook, to Council and staff and a special welcome to Fire Chief, Lee Whiteway who joined Council for the evening’s meeting.

1. **Call to Order**

The meeting was called to order at 7:05 pm

Mayor Freake started the meeting with a land acknowledgement.

**2. Approval of Agenda**

 **22-051** **White/Hooper**

 **Resolved to adopt the agenda as presented.**

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

Opposed: None

Decision: Motion carried.

 **3. Minutes for Approval**

 **3.1 Regular Council Meeting February 22, 2022**

 **22-052** **Tucker/Pond**

 **Resolved to adopt the minutes of the Regular Council meeting of February 22, 2022, as attached.**

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

Opposed: None

Decision: Motion carried.

**Mayor’s Report**

A delegation consisting of Deputy Mayor Hooper, Councillors Pond and Tucker, and Town Manager Todd went to St. John’s to meet with Minister’s Loveless and Parsons, and their staff to discuss the economic diversification plan for the Town of Lewisporte. A thank you was extended to those Council members and staff.

A detailed letter was received from the RCMP in response to correspondence sent to them by the Mayor.

A meeting was held with the previous Concerned Citizens Committee addressing concerns of medical care and retention of doctors in Lewisporte, there will be other meetings with this committee and residents will be updated of any results coming from these meetings.

**4. Recreation/Tourism Committee**

* 1. **Update by Deputy Mayor Hooper**

A meeting will be held tomorrow, Wednesday, March 16.

**Covid Regulations**

As of Monday, March 14th, 2022, the Covid 19 restrictions in our recreation facilities have been lifted. We will no longer require Vax Passes upon entry, social distancing is no longer compulsory, and masks are no longer mandatory, however we are strongly encouraging anyone who enters our recreation facilities to continue wearing a mask. We are also asking that anyone who presents with symptoms of Covid 19 to please stay home and avoid entering our recreation facilities.

**Stadium**

The Lewisporte stadium will be hosting several tournaments over the next couple of weekends, including the Under 13 Brittany Inns Invitational and the Under 18 Roy Curlew Memorial taking place this weekend March 18th – March 20th. The stadium canteen will be open for anyone who have been missing the delicious stadium fries.

**Woolfrey’s Pond Park**

The recreation director has reached out to engineering consultants in the Central area regarding quotes for drawings for a new comfort station at Woolfrey’s Pond Park. The recreation committee will review these quotes at our meeting tomorrow morning.

The deadline for the Request for Proposals for the property of 13 Range Road was Wednesday, March 9th. We have received one proposal at which the recreation committee will review at our next meeting to ensure compliance with the RFP.

The Camping season will resume May 19th, 2022, our park manager has been contacting our seasonal and monthly campers regarding contract renewals.

**Special Events**

The Town of Lewisporte Winter Carnival kicked off Monday, March 14th, the schedule of events can be found on our Facebook page as well as in stores throughout Lewisporte. We have free skating and bowling throughout the week, free fitness classes with instructor Susan Tetford, a fishing derby, Texas hold’em, karaoke, live music, fireworks and so much more. Come on out and take part in some of our various events.

**Other Recreation**

Work has continued on the train park trail as we have had crews in the area over the past couple of weeks. We ask that anyone using the trail to please use caution as the trail is still under construction

The JCP project has commenced. The workers built several Adirondack chairs, picnic tables, garbage bins, and benches that we will place around town in the springtime.

**Recreation Motion**

**22-053 Hooper/Mullett**

 **I motion that we reallocate $557,372.00 from the Multi-Year Capital Works funding to cover the extras for the Stadium Retrofit including the compressor replacement, new electrical panel, new gaskets for the chiller, this will also cover the cost of a new condenser including installation.**

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

Opposed: None

Decision: Motion carried.

Mayor Freake pointed out to residents the extensive amount of money that has been put into the stadium to upgrade it to the condition it now is.

Deputy Mayor Hooper said that the recreation committee would evaluate the revenues and expenses of the stadium and bring the report to Council.

**5. Economic Development**

 **Update by Councillor Pond**

**5.1 Occupancy Permit - 22-006R (Residential) for** **Gordon J.G. Woolfrey and Laura Woolfrey, at 6 Park Street.**

**22-054 Pond/Tucker**

**I so move to accept the occupancy permit 22-006R for** **Gordon J.G. Woolfrey and Laura Woolfrey, at 6 Park Street, as presented.**

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

Opposed: None

Decision: Motion carried.

 **5.2** **Occupancy Permit – 22-004HBB (Home Based Business) for SE Custom Designs/Sara Pearce at 78 Pine Avenue.**

**22-055 Pond/Tucker**

 **I so move to accept the occupancy permit 22-004HBB (Home Based Business) for SE Custom Designs at 78 Pine Avenue, as presented.**

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

Opposed: None

Decision: Motion carried.

 **5.3 Occupancy Permit – 22-005HBB (Home Based Business) for** **Paddle Lewisporte Company/Miranda Maddox at 259 Main Street.**

**22-056 Pond/Tucker**

 **I so move to accept the occupancy permit 22-005HBB (Home Based Business) for Paddle Lewisporte Company at 259 Main Street, as presented.**

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

Opposed: None

Decision: Motion carried.

Councillor Pond updated Council and residents on the Museum, Dinner Theater and Craft Shop – The Dinner Theater will be operating out of the Lion’s Center for the coming season. Committee members are working on a solution as to where the craft shop and museum will be located because of the current state of the building that it was located in. An update on the interim plans will be brought forward in the next few weeks.

A 5-year term lease has been established for the Marina for the interim, committee members are hopeful that an acquisition of the Marina will be possible, they are waiting for a formal response back from Transport Canada. Council will be updated when other information becomes available.

Councillor Pond informed Council and residents that an official response has been received from the Collaborative Care Clinic, Lewisporte was not successful, there were several reasons why we were unsuccessful and there are other communities in more dire need of family physicians. The committee will be watching for what the Health Accord may mean for Lewisporte.

After receiving an official response from Government regarding the loss of the Coastal Labrador service, Council made a request to meet with Minister’s Loveless and Parsons. Deputy Mayor Hooper, Councillors Pond and Tucker, and Town Manager Todd met with those individuals along with representatives from their staff, and the Premier’s staff, on Monday, March 7, 2022. It was an open and cordial meeting, our delegation expressed concern over the lack of effort shown in the early days of the closure of the service. The proposal from Government was two-fold, $ 5 million has been allocated toward economic diversification, which Council can put toward items in the economic diversification plan, there was discussion on how that would work, a meeting is expected in the next week to 10 days with all individuals who will be working on this file, this would be considered phase one of the initiative. As a second aspect, Government will allow Council to reach out to private enterprise to find other initiatives to see the Wharf move forward in a positive direction and remain open into the future.

Deputy Mayor Hooper wanted to add that the meeting was one of the most positive meetings he has ever attended with Government officials.

Mayor Freake did express to residents that the $ 5 million does come with criteria attached. We cannot spend it however Council chooses.

Deputy Mayor Hooper confirmed with Minister Loveless that the $5 million was indeed allocated to the Town of Lewisporte in the upcoming budget.

**6.0 Lands Committee**

**6.1 Update by Councillor White**

**22-057 White/Hooper**

 **Motion to approve an application for construction of a residence at 17 Council Road.**

Deputy Mayor Hooper asked the superintendent of works if everything was in order with the application, it was.

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

Opposed: None

Decision: Motion carried.

With the arrival of Spring, Councillor White reminded residents that it was a good time to start thinking about cleaning up their properties and consider what maintenance it will require. Town staff would be issuing clean up orders for any property that was in poor condition.

**7. Public Works**

**7.1 Update by Councillor Mullett**

**22-058 Mullett/White**

**Be it resolved that The Town of Lewisporte wishes to engage DMG Consulting Limited to provide a level of effort price and breakdown for the scope of work required to complete the engineering design work associated with the project: Beaumont Street, sewer, storm, waster water upgrade, - 17-GL-22-0043. Formal engagement of DMG Consulting Limited through a prime consultant agreement will only occur if the pricing obtained for this service is considered fair and reasonable by the department.  Council will provide documentation as require by PPA and have this available to PPA representatives if required.**

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

Opposed: None

Decision: Motion carried.

**22-059 Mullett/White**

**Be it resolved that The Town of Lewisporte wishes to engage DMG Consulting Limited to provide a level of effort price and breakdown for the scope of work required to complete the engineering design work associated with the project: Road Upgrades, Various Locations - 17-RNC-22-00000. Formal engagement of DMG Consulting Limited through a prime consultant agreement will only occur if the pricing obtained for this service is considered fair and reasonable by the department.  Council will provide documentation as required by PPA and have this available to PPA representatives if required in the future.**

There was a question to the motion by Councillor Tucker as to what road upgrades entailed. Councillor Mullett said that the committee wanted to get things in motion now so that once the process of design work and tendering is completed the Town could begin the road upgrades as soon as paving companies started up for the season. The Town does have a list of priorities and $500,000 currently set aside.

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

Opposed: None

Decision: Motion carried.

**8. Protective Services**

* 1. **Update by Councillor Tucker**

There was a meeting held on March 3, 2022, at which time policies provided by the Lewisporte Regional Fire Department were reviewed, some minor amendments were made, the Town Manager will incorporate them before going back the LRFD.

Council has received a letter back from RCMP, it was felt that it was very positive. They recognized the ongoing issue of limited police presence, there is now 4 active members working at the Lewisporte Detachment, the Police Academy will now be reopened for recruitment, one of the new graduates will be stationed in Town, making up a full 5 member staff. Superintendent Austin, district policing officer for our district, has committed to meeting with Council to go over any remaining concerns we have. The meeting with the member in charge of the Lewisporte Detachment had to be cancelled but we are hopeful it will be rescheduled for the near future for continued discussions about the community poling model, and our local concerns. The letter indicated that they would have a continuing dialogue with the Town through the protective services committee or the town manager.

The Mayor reassured residents that key concerns were addressed in the letter. She has been in contact with Corporal Paul, the member in charge of the Lewisporte Detachment, he has indicated he is open to a meeting as well and working collaboratively together.

The community of Campbellton has requested a meeting with Council or Protective Services to discuss fire services for their area.

**8.2 Lewisporte Regional Fire Department Report - Fire Chief Lee Whiteway**

One request for service since last update – response to fire alarm from a business, no fire.

180 hours of training hours since the last report.

The 8 sets of breathing apparatuses’ have been put in service; this means that each member has new, good quality apparatuses. The LRFD has a man down alarm, which means members are alerted immediately if a member is injured inside a building/residence, and where that member is located. A rip pack was received with the breathing apparatuses, this is a device that can be used for members inside buildings that become trapped or used in a motor vehicle accident where a person is trapped, the pack has an oxygen tank that can be utilized if needed.

A committee from the fire department joined with protective services to review the regionalization of the fire department, the logistical and operational aspects, commitments from other stations, and safety and protocols are being followed are some of the areas being reviewed.

The Local Service District of Laurenceton Fire Department joined Brown’s Arm FD, who are part of the regionalization partnership, they have 6 members increasing the Brown’s Arm membership to a minimum of 10. They will be Lewisporte’s satellite fire station.

A cancer awareness program has been initiated by the Fire Commissioner’s Office. Members have booklets where they will document the types of materials that were burned in the fires they respond too.

New standard of operating procedures and guidelines are being worked on by the FD.

Membership is down around 5 members. There have been some promotions of members as a result. Fire Chief Whiteway reminded residents that they are looking for members.

It was noted that it is Sparky, the Fire Dog’s birthday today. There is a link to activities for children on the fire departments Facebook page.

A reminder was given by Councillor Tucker as to the 911 initiative to residents to please make sure your house/business address number is visible on your property for first responders.

**9. Finance/HR**

 **Update by Councillor Hannem**

**9.1 Cheque Register - Scotiabank**

**22-060 Hannem/Pond**

 **Motion to approve the cheque register as presented from cheque numbers 01607 to 001665 for a total of $161,021.88 with the exception of cheque numbers 001630, 001637, and 001657.**

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

Opposed: None

Decision: Motion carried.

Councillor Pond was in conflict and left Chambers.

**22-061 Hannem/Hooper**

 **Motion to approve cheque number 001630.**

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

Opposed: None

Decision: Motion carried.

Councillor Pond re-entered Chambers.

Councillor Tucker was in conflict and left Chambers.

**22-062 Hannem/Pond**

 **Motion to approve cheque number 001637.**

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

Opposed: None

Decision: Motion carried.

Councillor Tucker re-entered Chambers.

Deputy Mayor Hooper was in conflict and left Chambers.

**22-063 Hannem/Pond**

 **Motion to approve cheque number 001657.**

In favour: Mayor Freake, Councillors Hannem, Mullett, Pond, Tucker and White.

Opposed: None

Decision: Motion carried.

Deputy Mayor Hooper re-entered Chambers.

**9.2 Water Tax Exemption – 29 Viewmore Terrace**

**22-064 Hannem/Pond**

**Motion to approve the water tax exemption for 29 Viewmore Terrace from the period of January 2021 to January 2022.**

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

Opposed: None

Decision: Motion carried.

**9.3 Gas Tax**

The Annual Expenditure Report for Local Government Gas Tax Funding Agreement as of December 31, 2021, has been carried out, I bring forward the following motion to accept the report.

**22-065 Hannem/Pond**

**Resolved to accept the Audited Gas Tax Report on Revenue and Expenditures for the year ended December 31, 2021, as presented.**

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

Opposed: None

Decision: Motion carried

**10. Correspondence**

**10.1** A memo was received from the Municipal Assessment Agency outlining the new members of the Board of Director’s.

A reminder was given to residents by Mayor Freake of our Winter Carnival Events.

**11. Adjournment**

**22-066**  **White/Pond**

 **Resolved that the meeting adjourn.**

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

Opposed: None

Decision: Motion carried.

Time of adjournment: 7:50 PM

Next Public Council Meeting to be held on April 5, 2022.

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Krista Freake, Mayor Coreen Colbourne, Town Clerk/Treasurer