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Minutes of Council Meeting

March 11, 2025 7:00 PM

Present:	Mayor (Chair)	Krista Freake
	Deputy Mayor	Brian Hooper
	Councillors	Roxanne Haliburton
		John Mullett
		Perry Pond
		Ken Tucker
		Derek White
	Town Manager	Todd Champion
	Town Clerk	Coreen Colbourne

Mayor Freake apologized for the delay in the livestream as there were technical difficulties, she brought greetings to those watching on Facebook.

Mayor Freake brought forward a land acknowledgement.

1. Call to Order – 7:15 pm

25-032 White/Hooper

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

Opposed: None

Decision: Motion carried.

2. Approval of Agenda

25-033 Hooper/Tucker

Resolved to adopt the agenda, as presented.

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

Opposed: None

Decision: Motion carried.

3. Minutes for Approval - Regular Council Meeting February 11, 2025

25-034 Haliburton/Mullett

Resolved to adopt the minutes of the Regular Council Meeting of February 11, 2025.

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

Opposed: None

Decision: Motion carried.

4. Recreation/Tourism Committee

Update by Deputy Mayor Hooper

The heat pumps that were motioned in January 2025 have been installed at the bowling alley and in the hospitality room at the arena. The hope is that it will add to the comfort level in these facilities for the warm and cooler weather.

Deputy Mayor Hooper said he was pleased to see the increased traffic at the Mike Austin Arena, the public is getting out to support the events taking place there.

It was reported that things are moving along as expected regarding the splash pad project. Information has come back regarding costs, etc. to change the scope of work for the comfort station/mechanical room for the splash pad, it will be reviewed by council in the days to come.

The recreation director has completed some research on signage and the aesthetic appeal to the entrance to Woolfrey's Pond Park, the recreation committee is looking forward to sharing that with the rest of Council and public in due time.

At the last public council meeting a motion was made to extend the Woolfrey's Pond Park camping season. The finance committee was tasked to see what costs would be involved in that offering, as well as what the rates should look like.

As a person that frequents the Mike Austin Arena regularly, Mayor Freake is pleased with the large number of players that participate in minor hockey and on the senior level as well. She said there has been an increase in the amount of traffic being seen in the town because of the home tournaments, she is sure that the business community has seen the increase as well. She is also quite proud to say that nearly every weekend a division of hockey has brought a banner to Lewisporte. She is also pleased to see that there are enough

girl's teams in this region to host an under 11 girls hockey tournament. She thanked the coaches and the many volunteers with the minor hockey association that support our youth.

5. Economic Development

Update by Councillor Pond

5.1 Occupancy Permit - 25-001C (Commercial); Del's Music Limited – to occupy 172 Main Street.

25-035 Pond/Tucker

I so move to accept the application permit, as presented.

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

Opposed: None

Decision: Motion carried.

The marina consultant is very close to presenting Council with a draft of the structure that was proposed by the steering committee, as well as his expertise on how it should look. Councillor Pond is hoping to have that structure put in place before the next boating season. He added that the structure will have no impact on how the marina operates this season. It will be a behind the scenes change. Next steps include a business development plan that will lay out how the marina functions structurally and physically.

The economic development committee met with the Monroe's Pond Cabin Owners Association to discuss a collaborative approach to the railbed upgrades as it is adjacent to the section being upgraded. The structure of the railbed was discussed, as well, the same financial obligations that are expected of selected businesses in the community, was suggested to the association members. The arrangement should be formalized, once the representatives have the opportunity to present it to association members.

The Dinner Theatre has been put on a semi-hold because following the Provinces methodology will be a more costly venture than the Town wanted. The Town Manager has reached out to the Department of Industry, Energy and Technology (IET) to see if they will agree to let the Town achieve their goals through the means the Town wants, rather than the way it is currently being imposed through IET.

There is no further update on the Commercial Port.

During the February 11, 2025, public council meeting Councillor Pond took time to explain the reasons behind the demolition of the old museum site, as there has been feedback from the community in recent days as preparations for the demolition are being seen. Councillor Pond took time once again to explain the reasons why the decision was made and the extensive steps taken by Council prior to making the decision, for someone to utilize that property.

Councillor Pond indicated that to the economic development committee is pursuing various alternatives for **downtown development**, that they will update Council on at the next committee of the whole meeting.

6. Lands Committee

Update by Councillor White

Councillor White indicated that the time for public commentary of the Town's **Municipal Development Plan** regulations has ended, there was some feedback from the public that has been forwarded to the consultants, the consultant has made recommendations based on this feedback. Next steps include the Council reviewing the changes and possible approval of the recommendations, then back to the consultants for further processing.

With the weather improving and spring on the way, Councillor White wanted to remind residents that when considering spring clean up and renovations, a **permit** is required for changes to the outside of your property.

Councillor White also mentioned that the lands committee will be reviewing properties in the coming weeks for potential **clean up orders**.

7. Public Works

Update by Councillor Mullett

Councillor Mullett mentioned the **spring clean up**, because of the amount of refuse that was thrown out last year, and refuse that was not allowable, there will be stricter provisions put in place this year.

Councillor Mullett wanted to bring awareness to the public of **patching crews** that are about town fixing potholes. Please be vigilant in the areas where employees are on the streets.

Councillor Mullett thanked the **public works department** for their fantastic efforts over the winter of keeping the streets and sidewalks clear.

Councillor Mullett brought forward some items that are on the public works committees' radar for investigation. Although the **drinking water** for the Town passes all inspections, the color of it has been brought to the attention of Council. Town staff will be looking into ways to improve the clarity of the water. **Sewage treatment** is another area that Council will be exploring, this is a very costly undertaking, but Town staff will be investigating all possibilities for the most effective treatment plan.

8. Protective Services

Update by Councillor Tucker

Councillor Tucker had no updates to bring forward.

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9. Finance/HR

Update by Councillor Haliburton

9.1 Cheque Register- CIBC

25-036 Haliburton/Pond

I motion to approve the cheque register as presented, for cheque numbers 39353 to 39354 for a total of \$89,447.80.

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

Opposed: None

Decision: Motion carried

9.2 Cheque Register- Scotiabank (Operating Account)

25-037 Haliburton/Pond

I motion to approve the cheque register as presented, for cheque numbers 04478 to 04559, with the exception of cheque 04503 and 04504 for a total of \$178,022.61.

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

Opposed: None

Decision: Motion carried

Councillor Tucker was in conflict and left Chambers at 7:45:14.

25-038 Haliburton/Pond

Motion to approve cheque number 04503.

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

Opposed: None

Decision: Motion carried.

Councillor Tucker re-entered Chambers at 7:45:35.

Councillors Haliburton and Pond were in conflict and left Chambers at 7:45:40.

25-039 Mullett/Hooper

Motion to approve cheque number 04504.

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

Opposed: None

Decision: Motion carried.

Councillors Haliburton and Pond re-entered Chambers at 7:45:57.

9.3 CODE OF CONDUCT MOTIONS

A code of conduct sets out guidelines that define the standards and values that the council expects councillors to meet in their dealings with each other, employees of the municipality and the public. On February 14, 2023, the Council adopted by a motion of council, a code of conduct that they have abided by from that time. A new template has been written to add definitions to the code of conduct, along with changes to the standards of professional behavior section, as well as some other changes deemed necessary. To adopt a new code of conduct I must rescind a motion to adopt the previous one.

25-040 Haliburton/Pond

I motion to rescind motion 23-015 adopted on February 14, 2023.

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

Opposed: None

Decision: Motion carried

25-041 Haliburton/Pond

Be it resolved that the Town of Lewisporte adopt the May 2024 template of the Municipal Code of Conduct Councillors developed by Municipal and Provincial Affairs, as it is compliant with the legislation.

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

Opposed: None

Decision: Motion carried

9.4 CANADA COMMUNITY BUILDING FUND MOTION

The Annual Expenditure Report for the Canada Community Building Fund (formerly the Gas Tax Funding Agreement) as of December 31, 2024, has been carried out, I bring forward the following motion to accept the report.

25-042 Haliburton/Pond

Be it resolved that the Town Council of Lewisporte accept the 2024 Ultimate Recipient Annual Expenditure Report for the Canada Community Building Fund for the year ended December 31, 2024, as presented.

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

Opposed: None

Decision: Motion carried

9.5 POLICY CHANGE MOTION

The finance committee has reviewed policies relating to travel, it was felt that topics covered by policy EB-11 on travel for employees are covered under the travel and expense policy for administration, AD-05, as it is a duplication:

25-043 Haliburton/Pond

As chair of the finance committee, I hereby rescind the motion adopting policy EB-11 on travel.

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

Opposed: None

Decision: Motion carried

Councillor Haliburton gave the public the following reminders:

She reminded property owners that the early discount date to receive a 3% reduction in taxes is March 31st, 2025. This discount will be applied only if the account is paid in full.

Anyone applying for the low-income reduction can do so by the due date of June 2, 2025. To receive the reduction, the property owner must complete the application, qualify and the account must be paid in full. Applications can be found on the Town's website or picked up at the Town Hall.

10. Other Committees and/or Business

Mayor Freake spoke of the meeting held with Janet Morgan Little of NL Health Services, she is the interim director of primary health care for the central zone, she was joined by the new manager of the family care team for Lewisporte. They took some time to guide Council through the process of where we are currently and gave some direction on what to expect going forward with the Family Care Team. It was indicated that it looks promising, but Council was reminded that recruitment and retention of health care workers is an issue in the Province and nationally.

Mayor Freake wanted to remind the public, that Patient Connect is a means of seeking health care for those who find themselves without a primary health care provider, there is also a 1-800 number for those who prefer to register by phone.

Mayor Freake also mentioned that if you are a health care provider that is living in Lewisporte or close by, or is moving to the area, there are positions available at the Family Care Team Practice. Council has offered to play whatever role they can in helping the Family Care Team come to fruition.

Councillor White mentioned a point of interest that he has been involved with over the years. The air ambulance service will be integrated into the road ambulance service in May. He said that the air ambulance service stationed in Gander will not be staffed by people in the area, so it means that the service is still being diverted throughout the Province to pick up staff which takes valuable time in a crisis situation. He suggested that Council keep this on their radar to lobby for staff for Gander. Mayor Freake said she received email correspondence from Reg Wright wanting support from the Council, she will discuss it further with Council for their feedback.

Mayor Freake offered condolences to the community of Gander, as they process the tragedy of losing a young member of the town in a tragic event.

11. Adjournment

25-044 White/Pond

Resolved that the meeting adjourn.

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

Opposed: None

Decision: Motion Carried

Time of adjournment: 7:56 PM.

Next Public Council Meeting to be held on April 8, 2025.

Krista Freake, Mayor

Coreen Colbourne, Town Clerk