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## **Minutes of Council Meeting**

**July 29, 2025 7:00 PM**

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

Deputy Mayor Hooper apologized for the delay in the meeting start; he welcomed fellow Councillors and brought greetings to those watching on Facebook.

### **1. Call to Order – 7:21 pm**

Deputy Mayor Hooper brought forward a land acknowledgement.

### **2. Approval of Agenda**

**25-098 Haliburton/Tucker**

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

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

Opposed: None

Decision: Motion carried.

### **3. Deputy Mayor Hooper passed along the Mayor's regrets and gave updates that the Mayor wanted to highlight.**

**Congratulations to Local Events:** The chair congratulated the Kinsmen's Club of Notre Dame on another successful Chase the Ace.

**Meeting with Dr. Gerard Butler:** There was a follow-up online meeting with Dr. Gerard Butler. Details will be provided by Councillor Pond, during his report.

**Communication with MHA Bennett and Minister Loveless:** The council reached out to MHA Bennett and Minister Loveless for a follow-up on the wharf but has not yet received a response.

**Mayor's Attendance at Events:** The mayor attended the opening night of "Come From Away" in Gander, which showcases the 9-11 story from Gander and surrounding communities. The Town of Gander is supporting the show for another season.

**50-Plus Club:** The mayor attended the 50-Plus Club year end supper, which had a successful year under the leadership of President Anita Dwyer and her executive. The club was recognized for its efforts in bringing people together socially.

**Local Dinner Theater:** The local dinner theater is up and running for the season, receiving positive reviews. It operates at the Lions Club, and information can be found on Facebook.

**4. 4.1 Minutes for Approval - Regular Council Meeting, June 3, 2025.**

**25-099 Mullett/White**

**Resolved to adopt the minutes of the Regular Council Meeting of June 3, 2025.**

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

Opposed: None

Decision: Motion carried.

**4.2 Minutes for Approval - Special Meeting of Council June 25, 2025.**

**25-100 White/Haliburton**

**Resolved to adopt the minutes of the Special Meeting of Council of June 25, 2025.**

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

Opposed: None

Decision: Motion carried.

**4.3 Minutes for Approval - Regular Council Meeting, July 2, 2025**

**25-101 Pond/Tucker**

**Resolved to adopt the minutes of the Special Meeting of Council of July 2, 2025.**

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

Opposed: None

Decision: Motion carried.

**5. Recreation/Tourism Committee**

**Update by Deputy Mayor Hooper**

**Recreation and Events Update:** The Recreation Chair provided an update on the wide range of activities scheduled for the community, emphasizing the availability of the schedule on Facebook and in various locations. The community was encouraged to participate in the Mussel Bed Soiree events.

**The splash pad project** is progressing, with cement pouring scheduled and an anticipated opening date of August 12th. Delays are attributed to weather and contractor testing issues, but efforts are being made to open the splash pad to the public soon.

**Summer day camp sports programs** have concluded, appreciation was expressed for the student staff and co-ordinator, Kalista for their hard work.

**Waste receptacles** have been installed around the boardwalk and train park to encourage proper disposal of pet waste. A reminder was given to the public to clean up after their pets.

**Infrastructure and Maintenance Concerns:** The recreation committee discussed the need for additional waste containers in the downtown area, on green spaces and in the marina area, with steel mesh containers ordered and awaiting approval.

There is a concern regarding the **train park upgrades**, the Town is currently waiting on two funding approvals. One approval has been received, and currently waiting on an Active NL Grant, which are hoped will be approved soon.

Concerns were raised about **lighting issues**, particularly with lampposts, which require an electrician for repairs, any rope lights attached to the lamp posts are powered by the lamppost. Residents are encouraged to report any significant lighting issues, although repairs may take time due to the need for professional services.

Councillor Mullett wanted to make softball field users aware of the reasons for the **removal of the sun blocking netting** from behind home base. The recreation committee will be looking for a higher quality netting to replace it or reinforcing the existing net.

**Trail and Safety Considerations:** The council addressed safety concerns regarding a proposed footpath crossing Junction Road, which is used by pedestrians. The possibility of creating a safe crossing with

appropriate signage was discussed, comparing it to existing ATV crossings. The council agreed to explore options for a safe pedestrian crossing and consider alternative routes to enhance trail connectivity, such as looping the trail on the east side of the welcome sign to avoid highway walking.

## **6. Economic Development**

### **Update by Councillor Pond**

- 6.1 Occupancy Permit - 25-008HBB (Home Based Business) - Black Dahlia Beauty to occupancy 55 Hillgrade Street.**

**25-102 Pond/Tucker**

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

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

Opposed: None

Decision: Motion carried.

- 6.2 Occupancy Permit - 25-009HBB (Home Based Business) - Well Now Fitness to occupy 78 Road to the Isles.**

**25-103 Pond/Tucker**

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

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

Opposed: None

Decision: Motion carried.

### **Motion**

Councillor White was in conflict and left chambers at 7:45:01

Tenders to upgrade the ATV Trail from Monroe's Pond to Lewisporte, approximately 8.5 km, closed on July 18, 2025, the tender documents have been reviewed by the Town's consultants, Meridian Engineering Inc. for errors and omissions. Upgrades will include the replacement of any damaged converts along the stretch of railbed, ditching and resurfacing. A maintenance fund has been put in place to maintain the upgraded railbed for future years. I would like to make the following motion:

**25-104 Pond/Tucker**

**Be it Resolved that the Town of Lewisporte award the tender for the ATV Trail Upgrades to W. Reid Construction Ltd. at a cost of \$964,143.90 (HST included).**

Councillor Mullett asked when the construction would start, Councillor Pond said it was his understanding that it could be as early as next week. He also added that the project was expected to last 16-20 weeks. Councillor Pond was pleased to announce that this project would not cost the taxpayers of the Town any money.

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

Opposed: None

Decision: Motion carried.

Councillor White re-entered chambers at 7:49:32.

**Marina Redevelopment:** During the economic development meeting, updates were provided regarding the marina's reorganization, which is currently in the planning stage. The focus is on determining its future structure and exploring funding opportunities. A meeting with consultants is scheduled for the first week of August to finalize the plan for the development phase. The consultant's role is to deliver a draft development stage with a high-level budget, after which the responsibility for implementation will shift to the Town. To ensure a smooth transition, the Town aims to recruit a project coordinator or executive director before the consultant's work concludes, ensuring the project progresses effectively and reaches fruition.

**The dinner theater project** has not seen significant updates since the last meeting. The concept and floor plan are largely complete, but the team is awaiting cost estimates from consultants to proceed. Once these estimates are received, they expect to make decisions and move forward quickly. The project has experienced delays due to changes in the consultant's approach to better align with community needs, but there is hope that it will soon progress.

**Port Infrastructure:** A meeting was held with MHA Bennett and Minister Loveless, about six or seven weeks ago, to discuss potential opportunities for progress, as well as discussions with the Premier, after that meeting. They committed to a response within two to three weeks, but despite follow-up attempts by the mayor via email or text, no response has been received. Although there was initial optimism about the direction, the lack of communication has stalled progress. The council remains hopeful for a response and plans to continue applying pressure to resolve the situation and determine the next steps.

**Recent discussion with Dr. Jared Butler regarding health delivery in Lewisporte.** The family care team is in its early stages, temporarily operating in the public health building with limited staff. A tender is underway to find a permanent location, but the status is uncertain as decisions are still being made. Many challenges stem from resource limitations, which are common across the country. Dr. Butler's team is working to secure additional resources, and there is hope for progress in the coming months. The council appreciates Dr. Butler's transparency and willingness to collaborate. Despite the challenges, efforts continue to deliver health services, with ongoing communication between the council and Dr. Butler to stay updated on developments.

## **7. Lands Committee**

**Update by Councillor White**

The Town as issued a total of 110 **permits**, with a few still under review. Among these permits, two are for residential projects. This number indicates a positive trend for the year, suggesting active development and growth within the community.

The Town's revised **municipal development regulations** are currently under review by the Department of Municipal Affairs. The Town is awaiting their feedback and approval before the regulations can be finalized and implemented locally. Once approved, these regulations are expected to facilitate progress on various development initiatives. The process is ongoing, and there is hope that it will be completed soon, allowing for further action on related projects.

Councillor White has consistently emphasized the importance of **obtaining permits** before starting any property work. The message, often repeated at council meetings, highlights the potential legal and financial complications that can arise if permits are not secured, such as delays in property sales due to unpermitted structures. The process involves submitting an application, which is reviewed by staff to ensure compliance with guidelines. For residents on the south side, there are additional requirements, permits include a legal survey, plot plan, and permits for septic systems, and driveways coordinated with the Department of Highways or Works. The committee encourages residents to secure permits to facilitate new development and prevent issues like building on someone else's property, which has occurred in the past. This proactive approach saves both the Town and residents from unnecessary complications.

**Motion**

Council has received an application to raise the roof at 289 Main Street; this property is captured under Industrial Zoning with the Lewisporte Municipal Plan. The submitted application does not meet either the permitted or discretionary use classes within the Town's Municipal Plan, therefore:

**25-105          White/Pond**

**I motion that we deny the permit application to raise the roof for 289 main Street.**

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

Opposed: None

Decision: Motion carried.

**8.          Public Works****Update by Councillor Mullett**

Councillor Mullett reported that the **paving of Pine Avenue** has been completed, noting that a good job was done.

The Town plans to continue **addressing potholes** as manpower allows, and there is ongoing work to dig up and repair water lines, and patchwork of roads, with most patchwork already completed.

Despite recent rainfall, the **water level in the water supply pond** has not changed, so the Town will maintain its **conservation mode**.

Any **repairs to lawns** affected by Town dig ups, etc. will be delayed until fall due to poor grass-growing conditions.

Councillor Mullett addressed the issue of **illegal dumping**, which has become a recurring problem. He emphasized that illegal dumping is unacceptable and highlighted the financial burden it places on the Town, as taxpayer money is used for cleanup. The Town plans to look for identification tags on dumped items to trace them back to the responsible parties. Residents are strongly encouraged to refrain from illegal dumping, as it is inappropriate and costly.

Deputy Mayor Hooper added his own commentary regarding the illegal dumping, it is a **significant issue that burdens taxpayers**, as public funds must be used for cleanup. He urged residents to refrain from dumping waste illegally, highlighting the financial impact on everyone. He personally observed the large amount of waste in a specific area, noting that its removal would require extensive resources, including heavy machinery and multiple trucks, and could take several days. The waste would then need to be transported to a waste management site, adding further costs. Deputy Mayor Hooper emphasized that regardless of who is responsible for the dumping, the Town of Lewisporte must handle the cleanup.

There was further commentary by Council, saying that to address the issue, the public should **report illegal dumping**. It was suggested that residents can help by noting details such as vehicle descriptions and license plate numbers, which can aid in identifying those responsible. It was said that reports can be made anonymously through the town office or crime stoppers. By working together and reporting these incidents, the community can help reduce illegal dumping and its associated costs.

## 9. Protective Services

### Update by Councillor Tucker

Councillor Tucker provided a quick update on what the fire department is working on. They're looking at starting an **auxiliary** to support members, which has been discussed with the committee and some representatives. This initiative is designed to help with department operations by allowing retired members to join as support auxiliaries for restricted duties. They won't be on the front lines but can assist with tasks like setting up portable pumps and refilling tanks at the fire hall. They're considering having about five or six of these auxiliaries. It's still in the early stages, and insurance was a major concern, but we're confident it's covered. If this program gets off the ground, it will help address membership challenges, as fewer people are joining. If anyone is interested in joining, please contact a department member or visit the office to pick up and submit an application.

Councillor Tucker took some time to talk about the **wildfire** that occurred in Town on July 17<sup>th</sup>. He said the quick response and the amount of water dropped by the firefighting team were crucial in preventing the fire from spreading into the residential area, which was a big wake-up call for everyone involved. Residents were understandably concerned about their properties, and it was a learning experience for our fire

department, as many had never faced such a situation before. The town office, management, staff, and fire department all played their parts effectively, with Town staff handling security and blocking off streets to control access. He said he was grateful to the fire department, forestry responders, office staff, and outside workers for their efforts in managing the situation. He said the Town was prepared for the possibility of declaring a state of emergency or evacuation, and communication was key. The Town managed to keep the community informed through the telephone system and Facebook page. While not everything went perfectly, the overall response was commendable. The protective services committee along with the with the fire chief and assistant fire chief, plans to debrief and discuss what went well and what could be improved to learn from this experience and enhance future responses.

Councillor Tucker spoke about the **Fire Smart Canada Program**, it offers a wealth of information on how to protect homes and outbuildings from fires. It includes resources like Fire Smart at Home and Community Preparedness Day. The Town has shared a link on its Facebook page, and everyone was urged to check it out on the provincial government website. After the recent fire, Councillor Tucker took a closer look around town and noticed many areas where trees are too close to properties, highlighting the need for fire prevention measures. It's crucial for residents to use the Fire Smart resources to reduce fire risks. The Town will explore potential funding opportunities to implement preventive measures like fire breaks, especially given the recent increase in wildfires in the area and across the country. The Town plans to stay proactive and apply for any available funding to address these risks around town.

## **10. Finance/HR**

### **Update by Councillor Haliburton**

#### **10.1 Cheque Register- CIBC Operating Account**

**25-106 Haliburton/Pond**

**I motion to approve the cheque register as presented, for EFT's 45 to 82, and cheque numbers 39364 to 39392, with the exception of EFT's 58 and 72 and cheques 39369 & 39372, for a total of \$251,469.42.**

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

Opposed: None

Decision: Motion carried.

Deputy Mayor Hooper was in conflict and passed the Chair to Councillor Tucker, he left Chambers at 8:42:25.

**25-107 Haliburton/Pond**

**Motion to approve EFT 58.**

In favour: Councillors Haliburton, Mullett, Pond, Tucker and White.



Opposed: None

Decision: Motion carried.

Deputy Mayor Hooper re-entered Chambers at 8:43:00 and resumed his position as Chair.

Councillor Tucker was in conflict and left Chambers at 8:43:05.

**25-108 Haliburton/Pond**

**Motion to approve cheque numbers 39369 & 39372.**

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

Opposed: None

Decision: Motion carried.

Councillor Tucker re-entered Chambers at 8:43:37.

Councillors Haliburton and Pond were in conflict and left Chambers at 8:43:37.

**25-109 Mullett/Tucker**

**Motion to approve EFT 72.**

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

Opposed: None

Decision: Motion carried.

Councillors Haliburton and Pond re-entered Chambers at 8:44:13.

**11. Other Committees and/or Business**

Councillor Tucker spoke about the **yacht** that was anchored in the harbour for a few days, owned by a high-profile individual. He said the Marina staff received a thank-you email from the yacht's organizer, praising the hospitality and amenities. The owner and his wife visited, appreciating the short trip from Gander airport. The organizer assured the Marina that Lewisporte will be a future destination for similar yachts. He said some people wondered why the yacht didn't dock, but it's common for such vessels to anchor offshore for privacy and security, using a tender for transport. Despite not docking, they were very pleased with the harbor, which is a positive boost for Lewisporte.

Deputy Mayor Hooper gave an update as chair of the Board for the Lewisporte Marina Administrative Authority (LMAA). He was pleased to report that the **Marina** is doing very well, with numbers up from last year. Staff had been busy over the past few weeks, cleaning up debris, removing old boats, reorganizing trailers, and cutting grass around the facility. Their hard work has paid off, and the Marina is buzzing with activity. Thanks to a good spring, many people completed boat repairs and maintenance early, leading to an earlier boating season. There is hope for a strong fall season as well. Overall, operations are running smoothly, and staff were commended for their efforts.

Councillor White added that recently, the economic development committee has been discussing upgrading the railbed to **boost tourism and support local businesses**. An example of this potential was seen in Appleton, where 14 quads visited a park to view a piece of steel from the Twin Towers, showing that this type of tourism is gaining traction. Additionally, the arrival of a yacht has spread the word about the town's yacht club and facilities, further enhancing our reputation. These efforts are proving to be beneficial, generating business for the town and contributing positively to the local economy.

Building on the discussion about ATV traffic, Deputy Mayor Hooper has noticed a significant increase in ATV use and tourism in the province, as seen in various Facebook groups. Councillors White and Pond has highlighted the importance of the railbed initiative, emphasizing not only the upgrades but also the need for ongoing maintenance, which has strong support from business stakeholders. Equally important is the marketing effort to **promote Lewisporte's attractions**. It was noted, as trail upgrades begin, it's crucial to market these target points to attract visitors. The town has amenities like lodging, fuel, and food, and unique sites such as the train park. This marketing aspect will likely be a focus for the economic development committee.

Deputy Mayor Hooper welcomed **Christy Rideout as the new special events coordinator** for the Town of Lewisporte. She will be working under the direction of the recreation director, Ashley, and has jumped in enthusiastically, which is great since it's a busy time of year, right before the annual Mussel Bed Soiree. She was wished all the best as she takes on her new role.

## 12. Adjournment

25-110      White/Pond

**Resolved that the meeting adjourn.**

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

Opposed: None

Decision: Motion Carried

Time of adjournment: 8:54 PM.

Next Public Council Meeting to be held on August 26, 2025.

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Krista Freake, Mayor

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Coreen Colbourne, Town Clerk