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Minutes of Council Meeting

January 13, 2026 7:00 PM

Present:	Mayor (Chair)	Krista Freake
	Deputy Mayor	Betty Clarke
	Councillors	Lisa Grimes
		John Mullett
		Perry Pond
		Ken Tucker
		Derek White
	Town Manager	Todd Champion
	Town Clerk	Coreen Colbourne

Mayor Freake welcomed fellow Councillors and management and brought greetings to those watching on Facebook.

1. Call to Order – 7:00 pm

26-001 White/Pond

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

Opposed: None

Decision: Motion carried.

Mayor Freake brought forward a land acknowledgement.

2. Approval of Agenda

26-002 Mullett/Tucker

Resolved to adopt the agenda, as presented.

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

Opposed: None

Decision: Motion carried.

3. Minutes of Previous Meetings

3.1 Minutes for Approval - Regular Council Meeting & Budget Adoption, December 16, 2025.

26-003 Clarke/White

Be it resolved to adopt the minutes of the Regular Council Meeting & Budget Adoption of December 16, 2025.

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

Opposed: None

Decision: Motion carried.

4. Mayor's Update

- A letter to Minister Petten regarding "wharf infrastructure" was prepared and set to be sent, seeking a meeting to determine next steps.
- A meeting was requested from director of strategy and health systems partnerships from Teladoc Health Canada requesting a council meeting for an introduction and review of work in Lewisporte; a tentative date of January 19 at noon via Microsoft Teams was noted, with an hour expected.
- A letter to Minister Ottenheimer regarding RCMP services and the Lewisporte Detachment summarized documentation, committee roles, and meetings with Towns and Local Service Districts, requesting an additional member, a rural crisis response team, and a meeting.
- Ongoing discussion with Dr. Jared Butler on recruiting family/primary care physicians and updating on the family care team; he will propose dates and invite others with relevant information.
- Mayor Freake supported the U18 A&B teams at the Lewisporte Stadium for their home hockey tournament, where the teams won gold and silver medals.
- Sincere thanks were extended to the stadium staff for their diligent work and exceptional job in ensuring smooth operations, including cleaning and maintenance, during the busy tournament weekend.

5. Recreation/Tourism Committee

Motions

It is the policy of the Town of Lewisporte that the Spruce Avenue Playground shall be opened and closed on a seasonal basis as determined by weather and site conditions. The seasonal opening and closing of the Spruce Avenue Playground shall be at the discretion of the Recreation and Tourism Manager. The playground shall close for the season when snow accumulation occurs or when conditions indicate that the playground can no longer be safely maintained. The playground shall

reopen in the spring once snow has melted and the site has been inspected and deemed safe for public use.

26-004 Pond/Tucker

I would like to make a motion that Council amend Policy PR 12 to authorize the Recreation and Tourism Manager to determine the seasonal opening and closing of the Spruce Avenue Playground based on snowfall and site safety.

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

Opposed: None

Decision: Motion carried.

A request was made from the recreation manager for a laser ice levelling piece of equipment to accompany our Zamboni, that piece of equipment will remove variations of ice thicknesses, eliminate some of the complaints and save on some equipment wear and tear, etc. So, as a committee, we have the opportunity that we should try this thing. And based on some of the feedback from other arenas, it really helps with the ice consistency and all those things that go with that.

26-005 Pond/Tucker

Whereas maintaining a safe, consistent, high-quality ice surface is essential for public use of the Mike Austin Arena.

And, whereas uneven ice can cause safety risks, place traditional strain on arena refrigeration systems and accelerate equipment wear,

And, whereas a laser ice levelling system provides an automated blade control, improved ice quality, operational efficiency and long-term maintenance solutions, be it resolved that Council approve the purchase and installation of the Zamboni laser ice levelling system for the Mike Austin Arena at a cost of \$29,375.00 plus HST.

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

Opposed: None

Decision: Motion carried.

- Winter Carnival is scheduled for February 11–15, with groups invited to contact the special events coordinator to add events, detailed schedules forthcoming.
- Work continues on Mussel Bed Soiree, with more details expected after the next committee meeting.

6. Economic Development

- Downtown development remains in focus;
- Tenders for the former Catholic Church have been sent out, with updates anticipated at the next meeting.

7. Lands Committee Report

- The committee is currently working on 3-4 files with no items brought forward; it was humorously put forward that “all our land is buried up.”

8. Public Works

- Recognition for outside workers and management for sustained snow clearing amid consecutive storms, ongoing widening, and daily cleanup after dustings and high winds.
- Clarification that regular Wednesday garbage collection remains on schedule despite earlier messaging from waste management that caused confusion.
- Safety reminders:
 - Driveways have large mounds on each side; residents should exercise caution when exiting driveways.
 - Avoid pushing snow across the street, onto others’ property, or leaving it on the road; courtesy and consideration for neighbours and clearing crews emphasized.
- Equipment and programs:
 - Suggestion to explore purchasing another snow blower due to strong public approval and operational impact.
 - Idea to review the Town of Gander’s program where residents adopt and clear a fire hydrant near their property to specified dimensions, with sign-ups and a draw; it runs from January 1 to end of March.

9. Protective Services

- A recent meeting with the MHA addressed acquisition of a “jaws of life replacement” for the fire department; previous spring application through the regular process was formally denied.
- A separate request is moving through the Department of Justice and Public Safety and the Department of Municipal and Community Affairs, with no update received; council discussed pushing for action given urgency.
- A figure of \$100,000 was cited as the needed amount; sentiment expressed that provincial funding is appropriate given highway responses and volunteer commitment.
- The regular application process is open until end of March; reapplication is possible but expected timelines (three-quarters of a year to ten months) are considered too long.

10. Finance/HR

10.1 Cheque Register – CIBC Operating Account

26-006 Grimes/Mullett

I motion to approve the cheque register as presented, for EFT's 333 to 356, and cheque numbers 39555 to 39566 with the exception of EFT 352 and cheque 39566, for a total of \$169,932.40.

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

Opposed: None

Decision: Motion carried.

Councillor Tucker was in conflict and left chambers at 7:23:33

26-007 Grimes/Mullett

I motion to approve EFT 352, and cheque number 39566.

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

Opposed: None

Decision: Motion carried.

Councillor Tucker re-entered Chambers at 7:23:56.

10.2 Appointment of Assessment Commissioner

To follow the Assessment Act 2006, I make the following motion:

26-008 Grimes/Mullett

Be it resolved that the Town of Lewisporte appoints Mr. Hardy Sparkes as Assessment Review Commissioner under section 32 (1) of the Assessment Act, 2006.

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

Opposed: None

Decision: Motion carried.

10.3 Adoption of Updated Tax Structure & Fees

The Town has recently become aware of the requirements set out in Section 118 of the Towns and Local Service District Act that affect tax rates and fees for 2026, which were adopted at the public Council meeting held on December 16, 2025. As outlined in this section of the Act, an amount previously identified as a minimum tax must instead be established as a base amount plus a percentage of the assessed value of real property.

The percentage applied is minimal, at 0.00001%, and is expected to have little to no impact on residents who are taxed under this method. As a result of this legislative requirement, the Schedule of Tax Rates and Fees adopted for 2026 must be updated.

To address this matter, the following resolutions are required:

26-009 Grimes/Mullett

Be it resolved that Motion 25-168 be revoked.

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

Opposed: None

Decision: Motion carried.

26-010 Grimes/Mullett

Be it resolved that Council adopt the updated 2026 Schedule of Tax Rates and Fees as established within the 2026 Budget.

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

Opposed: None

Decision: Motion carried.

Tax Rate Changes and Invoicing

- Updates to Town software are required to ensure accurate calculations following changes to tax rates and fees.
- Levy invoices cannot be easily amended once generated, so rates and fees must be approved before issuance.
- Annual tax notices will be issued as soon as possible.

Property Tax Estimation for Residents

- Property owners can estimate 2026 tax amounts by referring to their assessment notice issued in June 2025 by the Municipal Assessment Agency.
- An estimated property tax can be calculated by multiplying the assessed value by the current mill rate of 8.5 (e.g., \$200,000 * 0.0085 = \$1,700).

- This estimated tax does not include applicable water and/or sewer fees.

11. Adjournment

26-011 Pond/Tucker

Resolved that the meeting adjourn.

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

Opposed: None

Decision: Motion Carried

Time of adjournment: 7:28 PM.

Next Public Council Meeting to be held on February 10, 2026.



Krista Freake, Mayor



Coreen Colbourne, Town Clerk