

Minutes of the regular meeting of council held Monday, May 13th, 2013 No. 1252 held in Council Chambers, 6 Crescent Street, Deer Lake, NL.

In attendance: Mayor Dean Ball
Deputy Mayor Sandra Pinksen
Councillor Myra Spence
Councillor Sheila Mercer
Councillor Jean Young
Councillor Elmo Bingle
Councillor Kerry Jones

Also in attendance: Town Manager, Maxine Hayden
Town Clerk, Lori Humphrey
Public Works Superintendent, David Thomas

Gallery: Bill Hayden
Paul Hutchings

Regular meeting of council called to order at 7:32 pm by Mayor Dean Ball

2013-0513-01, Minutes No. 1251

Councillor Sheila Mercer / Deputy Mayor Sandra Pinksen

Resolved that the minutes of regular meeting of council, No. 1251 held Monday, April 29th, 2013 be adopted as presented.

In Favor: Mayor Dean Ball
Deputy Mayor Sandra Pinksen
Councillor Jean Young
Councillor Sheila Mercer
Councillor Elmo Bingle
Councillor Kerry Jones

In favor 6; opposed 0; abstained 0. Carried

New Business

2013-0513-02, Reallocate Recreation Budgeted Funds

Councillor Sheila Mercer / Councillor Kerry Jones

Resolved that the capital funds for the playground equipment in the 2013 budget be reallocated to Bike Park for resurfacing. Once this is done the Bike Park will then be considered a Bike and Skateboard Park.

In Favor: Mayor Dean Ball
 Deputy Mayor Sandra Pinksen
 Councillor Jean Young
 Councillor Sheila Mercer
 Councillor Elmo Bingle
 Councillor Kerry Jones

In favor 6; opposed 0; abstained 0. Carried

Correspondence

Meeting No. 1252

Date: Monday, May 13th, 2013

No	NAME	REGARDING	CORRESPONDENCE
01	Arvo McMillan	Municipal Plan Amendment	See Motion
02	WHSCC	Prime Refund	For information purposes
03	Gov. NL	Municipal Operating Grant allocation	For information purposes
04	Patrick Dunne, Municipal Affairs	Training requirements	Completed
05	Ducks Unlimited	Deer Lake Banquet	For information purposes
06	Sea Cadets	Annual Ceremonial Review	All council invited to attend
07	Children's Wish	Run the Rock 2013	For information purposes

2013-0513-03, Municipal Plan Amendment

Councillor Elmo Bingle/ Councillor Kerry Jones

Council resolves to adopt Municipal Plan Amendment No. 7, 2013 and Development Regulations Amendment No. 8, 2013.

In Favor: Mayor Dean Ball
 Deputy Mayor Sandra Pinksen
 Councillor Jean Young
 Councillor Sheila Mercer
 Councillor Elmo Bingle
 Councillor Kerry Jones

In favor 6; opposed 0; abstained 0. Carried

Reports

(a) Public Works Superintendent Report

Report From: Public Works Superintendent David Thomas
Prepared For: Council & Management Team
Date Prepared: May 10th, 2013
Timeframe: April 29th, 2013 – May 10th, 2013

Road:

- Patching
- Sod repairs
- Sweeper on roads
- Prepared road cut on Nicholasville Road for asphalt

Water:

- Clean filters
- Water hookups on Grace Avenue and Dr. DD Macdonald drive
- Taking down hydrant markers
- Located water and sewer lines on Wallace Place for contractor

Sewer:

- Sewer hook ups on Grace Avenue and Dr. DD Macdonald Drive

Snow:

Building Maintenance:

- Electrical Repairs in town office, depot and Recreation complex

Misc :

- 6.5 days of spring clean up

Note: We were able to complete the spring clean up 1.5 days ahead of the allotted time

Note: Councillor Myra Spence arrived at 7:40 p.m.

(b) Public Works Committee Report (May 7th, 2013)

2013-0513-04. Public Works

Councillor Elmo Bingle /Councillor Sheila Mercer

Resolved that the minutes/recommendations of the Public Works Committee Meeting May 7th, 2013 be adopted as presented.

In Favor: Mayor Dean Ball
Deputy Mayor Sandra Pinksen
Councillor Myra Spence
Councillor Jean Young
Councillor Sheila Mercer
Councillor Elmo Bingle
Councillor Kerry Jones

In favor 7; opposed 0; abstained 0. Carried

Public Works May 7th, 2013

Councillor Elmo Bingle
Councillor Shelia Mercer
Maxine Hayden
Dave Thomas

1. Asphalt Whites Road across Chapel Hill to Church Street estimated cost for 50 tone #11,635.00 plus HST, Catch basin /Manhole adjustment \$300.00, Valve box adjustment \$385.00, tack coat \$1,200.00 plus milling \$250.00 recommend approval
2. Dept of Transportation intersection they would like plans drafted up by drafts person. Check and see if we can use someone in transportation.
3. Dewey Drainage he still has the option to hook into Town drainage system,. He is waiting on information regarding drainage from Canal.
4. Gas Tax have engineers prepare tender call for Reid's Lane and Seventh avenue, and start work on Canal
5. John Fudge -accept his resignation; try to set up aperception coffee break when he is in Town.
6. Work crew for Public remains at Status quo.
7. Recommend that the tipped fee for waste disposal site be :
 - Single axle or oversize truck pickup \$25.00 without proof of residency (photo I.D. with address)
 - Cube Van \$25.00
 - Tandem \$50.00
 - Tandem Packer \$100.00

(d) Finance (May 7 th , 2013)

2013-0513-05, Finance

Deputy Mayor Sandra Pinksen /Councillor Elmo Bingle

Resolved that the minutes/recommendations of the Finance Committee Meeting May 7th, 2013 be adopted as presented.

In Favor: Mayor Dean Ball
Deputy Mayor Sandra Pinksen
Councillor Myra Spence
Councillor Jean Young
Councillor Sheila Mercer
Councillor Elmo Bingle
Councillor Kerry Jones

In favor 7; opposed 0; abstained 0. Carried

Finance

May 7th, 2013

Deputy Mayor Sandra Pinksen
Councillor Elmo Bingle
Maxine Hayden

NO	Description	Recommendation
01	Elwood Envirothon Montana State University Bozeman Montana donation	Recommend donation of \$25.00
02	Amec \$840.43	Recommend approval
03	Deer Lake Library annual grant \$1,500.00	Recommend approval of annual grant in the amount of \$1,500.00
04	Companies and Deeds online onetime fee \$1,100.00 plus annual fee of \$350.00	Recommend approval
05	Urban Municipalities Grand Falls training session registration \$100.00	Recommend EDO attend
06	Tax Adjustments recommend approval poll tax \$690.00, business tax \$181.16, exemption in the amount of \$9,252.50	Recommend approval poll tax \$690.00, business tax \$181.16, exemption for account no. 110132, 110897 in the amount of \$2,159.75 approved. Not approved for \$7,092.50 does not meet requirements for exemption

(d) Environment and Housing (April 10th, 2013 and April 24th, 2013)

2013-0513-06, Environment and Housing

Councillor Kerry Jones /Councillor Sheila Mercer

Resolved that the minutes/recommendations of the Environment and Housing Meeting May 7th, 2013 be adopted as presented.

In Favor: Mayor Dean Ball
Deputy Mayor Sandra Pinksen
Councillor Myra Spence
Councillor Jean Young
Councillor Sheila Mercer
Councillor Elmo Bingle
Councillor Kerry Jones

In favor 7; opposed 0; abstained 0. Carried

Environment & Housing

May 8th, 2013

In attendance:

Councillor Kerry Jones,
Councillor Myra Spence
Maxine Hayden
Dave Thomas
Terry Barnes

NO	Address	Description	Recommendation
01	5 D.D. McDonald Drive	New dwelling 48x28 plus garage 24x24 16 feet high front and rear yards 9 meters right Sideyard 43 feet left Sideyard 24 feet , garage is 16 feet from dwelling	Recommend approval
02	1 Bailey Avenue	Dwelling size 28 x 26 2 story built by 2015. Garage 34 x 16 1 meter from rear yard 1 meter from left Sideyard 43 feet from left Sideyard43 feet 20 feet from dwelling. Would like to build	Recommend approval with stipulation dwelling must be built within two years

		garage first for storage.	
03	15 MacDonald Drive	New Dwelling 51 feet x 62 feet front yard 35 feet Rearyard 49 feet right Sideyard 4 feet left Sideyard 19 feet	Recommend approval
04	25 George Aaron Drive	Subdivide land build new home towards back of property	Recommend approval with stipulation 1. The land must be divided so each lot has the minimum frontage of 15M. 2, Each lot must have its own separate driveway. 3. May need a booster pump for water pressure.
05	10 Grace Ave	Garage 30 x 24, left Sideyard 2 meters Rearyard 10 meters, 10 meters from dwelling	Recommend approval
06	13 Lera Street	Garage 8.5 x 6.7 left Sideyard 3.6 Rearyard 3.6 distance from dwelling 28.2	Recommend approval
07	67 Old Boone Bay	Self serve wash bays 40 ½ feet x 29 feet 12 feet high, front yard 50 feet distance from dwelling 63 feet right Sideyard 15 feet Rearyard 146 feet	Recommend approval pending government services.
08	76 Riverbank road	Willing to swap 5 feet x 40 feet for area behind parcel 5, willing to pay for both surveys.	Recommend approval
09	42 Cross Road	Purchase addition 30 feet of land to the right of his property	Recommend approval. Road will not be extended, he will have to pay for survey and legal fees plus cost of land.

10	73 high Street	Lift restriction on building a dwelling	Not recommend to lift restrictions he would need engineered plans regarding any development in that area.
11	Route 430	Sale of land	Recommend he contact Works Services and transportation regarding the access to Route 430
12	76 Wight's Rd	Operate a home based electrical business, operating out of his vehicle	Recommended approved, must advertise in paper.

(e) Policy Committee - Temporary Vender Permit

2013-0513-07, Temporary Vender Permit

Councillor Sheila Mercer /Councillor Myra Spence

Resolved that the Temporary Vender Permit be adopted as presented.

In Favor: Mayor Dean Ball
Deputy Mayor Sandra Pinksen
Councillor Myra Spence
Councillor Jean Young
Councillor Sheila Mercer
Councillor Elmo Bingle
Councillor Kerry Jones

In favor 7; opposed 0; abstained 0. Carried

Temporary Vendor Permit

A Temporary Vendor Permit is required for any person wishing to sell goods within the municipal boundaries of the Town of Deer Lake from a temporary location such as a booth, stand, pushcart, motorized vehicle or other non-permanent structure.

This 30-day permit requires that all vendors operating from a temporary location or a mobile unit must be licensed. A vendor who operates from a temporary location or a mobile unit must have their Temporary Vendor Permit displayed in a highly-visible location at the site where sales are taking place, and must produce their permit when asked by a Licence Inspector or municipal Police Officer.

It is the responsibility of the permit holder to acquire written permission from the property owner, where such property is privately owned, authorizing the use of the property to conduct sales. In addition, anyone who allows a temporary vendor to set up on their property must ensure the vendor has completed and paid for the Temporary Vendor Permit.

The permit holder is also responsible to obtain all necessary permits and shall comply with all acts and regulations governing such sales, whether such permits or regulations or law shall be federal provincial or municipal in origin. These permits, regulations or law could include but are not limited to a Protected Roads Permit and Department of Transportation and Works highway regulations.

Food Sales

In addition to a Temporary Vendor Permit, anyone wishing to sell food products must obtain the following approvals from various departments and agencies:

- for the sale of all cooked food items, approval from [Service NL](#) is required;
- for units containing heating/cooking equipment, including propane installations, Deer Lake Fire Department approval is required;

Designated Locations

The Temporary Vendor shall observe the following regulations which govern their location. Specifically, THE VENDOR MUST NOT BE WITHIN:

- thirty (30) metres (98 feet) of any intersection;
- one hundred (100) metres (328 feet) of the entrance to any municipal park;
- one hundred (100) metres (328 feet) of the property line of any land occupied by a public, separate or private school between the hours of 8:00 a.m. or 5:00 p.m. on any regular school day;
- any area which is deemed by the Department of Transportation and Works to have an adverse effect on vehicular traffic.

Exemptions

Charitable organizations and not-for-profit events are exempt from these regulations. In the case of a Farmer's Market-type of set-up, the organizer of the event would be required to obtain a permit but not the individual booth holders.

Town-sanctioned events, such as the Strawberry Festival, Winterfest and Canada Day are exempt from these regulations.



Temporary Vendor Permit

I, _____ of _____
(Name) (Address)

Telephone Number: _____ E-mail: _____

Do hereby apply for a Temporary Vendor Permit to sell _____
(Product to be sold)

From _____ in the Town of Deer Lake.
(Location of Sales)

The name of my business is: _____

The dates during which my sales will take place are: _____
(Start and End Date)

The days and hours during which my business will operate are: _____

Please list below information regarding what you will have on-site in addition to your booth, stand, pushcart, motorized vehicle or other non-permanent structure (Include things such as your source of water, source of electricity, how you plan to dispose of your waste, how you plan to dispose of grey water, and so on):

I understand that I must acquire written permission from any private property owner authorizing the use of their property for the conducting of sales. I further understand that I must have this Temporary Vendor Permit available at my site of business and that I am responsible to obtain all necessary permits and shall comply with all acts and regulations governing such sales.

Signature of Applicant

Date

(f) Economic Development (May 8th, 2013)

2013-0513-08, Economic Development

Councillor Jean Young /Councillor Sheila Mercer

Resolved that the minutes/recommendations of the Economic Development Meeting May 8th, 2013 be adopted as presented.

In Favor: Mayor Dean Ball
Deputy Mayor Sandra Pinksen
Councillor Myra Spence
Councillor Jean Young
Councillor Sheila Mercer
Councillor Elmo Bingle
Councillor Kerry Jones

In favor 7; opposed 0; abstained 0. Carried

Economic Development Committee Minutes

Meeting of May 8, 9:00 am

In Attendance	Regrets
Chairperson Jean Young, town councilor	Cyril Kirby
Sheila Mercer, town councilor	
Terri Gilbert, business owner	
Damon Clarke, Economic Development Officer	
Terri Lynn Robbins, Deer Lake Chamber of Commerce	

I. Call to Order

The meeting was called to order at 9:00 am.

II. Old Business

a. Heritage Project

The Research Co-ordinator provided an update. She is planning an Appreciation Night for May 30 to recognize the people who have helped with the project to date. There was also a general discussion on the budget. It appears there are sufficient funds to allow the co-ordinator to be kept on longer than expected. It is anticipated there will be an announcement on Phase II funding during the week of May 13-17.

b. Deer Lake as a destination for resettlement communities

The committee approved the letter, which will now be sent to residents of communities that are to be resettled.

c. Underwater Logging

The EDO noted that representatives of the Department of Fisheries and Oceans and the provincial Department of Environment have both indicated they would have no issues with the research phase of the project. The next step is to seek a source of funding and prepare a proposal.

d. Kruger land update

The EDO will check with the Department of Transportation on a weekly basis to see if there is anything new to report.

e. Re-zoning in George Aaron Drive area

Notices will be posted in the May 11 and 18 editions of *The Western Star* regarding the town's intention to amend its development regulations to have land in the area of George Aaron Drive and the Viking Trail re-zoned from agricultural to residential. A public hearing is scheduled for June 5.

f. Extending municipal boundary south

The EDO is waiting for the town planner, Arvo McMillan, to update maps to show Kruger's future harvesting plans.

g. Outdoor Show

In the next week, the EDO and the executive director of the Chamber of Commerce will contact potential participants to gauge whether or not there is sufficient interest to proceed with the show. Initial indications are positive.

h. Kruger, Town of Deer Lake land issues

The EDO held a meeting with a company representative recently to update the company on some of the projects the town wishes to pursue, including possible development of old logging roads as hiking, biking or snowmobile trails. The meeting went well and the EDO has some issues to follow up with the company.

i. Fingerboard Signs

The committee is still waiting to hear back from Western Signs regarding the price to create separate fingerboard signs for all businesses.

III. New Business

a. Access to land from Route 430

The EDO is researching the possibility of gaining highway access to land on either side of the Viking Trail between the overpass and the bridge over the Humber River.

IV. Other Business

a. New Town Plan

The committee held a brief discussion on the need to begin developing a new town plan to replace the existing one, which expires in 2014.

V. Next meeting

Wednesday, May 22, 2013, 9 am

VI. Adjournment

Meeting Adjourned at 11:25 am

Adjournment

2013-0513-09, Adjournment

Councillor Elmo Bingle/ Deputy Mayor Sandra Pinksen

Resolved that since there is no further business that the meeting adjourns at 8:35 pm with the next regularly scheduled meeting set for Monday May 27th, 2013 at 7:30 pm.

In Favor: Mayor Dean Ball
Deputy Mayor Sandra Pinksen
Councillor Myra Spence
Councillor Jean Young
Councillor Sheila Mercer
Councillor Elmo Bingle
Councillor Kerry Jones

In favor 7; opposed 0; abstained 0. Carried



Mayor Dean Ball



Lori Humphrey, Town Clerk