

Minutes of the regular meeting of council held Monday, November 18th, 2013 No. 1262 held in Council Chambers, 6 Crescent Street, Deer Lake, NL.

In attendance: Deputy Mayor Sandra Pinksen
Councillor Amanda Freake
Councillor Kerry Jones
Councillor Jean Young
Councillor Sheila Mercer
Councillor Elmo Bingle

Absent Mayor Dean Ball

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

Gallery: Myra Spence, Bill Hayden, Paul Hutchings (Western Star)

Regular meeting of council called to order at 7:30pm by Deputy Mayor Sandra Pinksen

2013-1118-01, Minutes No. 1261

Councillor Elmo Bingle /Councillor Sheila Mercer

Resolved that the minutes of regular meeting of council, No. 1261 held Monday, October 28th, 2013 be adopted as presented.

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

In favor 6; opposed 0; abstained 0. Carried

New Business

2013-1118-02, Municipal Plan Amendment No. 8 and Development Regulations Amendment No. 9

Councillor Sheila Mercer /Councillor Elmo Bingle

Resolved that the Municipal Plan Amendment No. 8 and Development Regulations Amendment No. 9 be accepted as presented.

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

In favor 6; opposed 0; abstained 0. Carried

TOWN OF DEER LAKE
MUNICIPAL PLAN AMENDMENT NO. 8, 2013
DEVELOPMENT REGULATIONS AMENDMENT NO. 9, 2013

GEORGE AARON DRIVE
AGRICULTURE TO RESIDENTIAL

TOWN OF DEER LAKE
MUNICIPAL PLAN AMENDMENT NO. 8, 2013

URBAN AND RURAL PLANNING ACT
RESOLUTION TO APPROVE

TOWN OF DEER LAKE
MUNICIPAL PLAN AMENDMENT NO. 8, 2013

Under the authority of Section 16, Section 17 and Section 18 of the *Urban and Rural Planning Act 2000*, the Town Council of Deer Lake

- a) adopted the Deer Lake Municipal Plan Amendment No. 8, 2013 on the ___ day of _____ 2013
- b) gave notice of the adoption of the Deer Lake Municipal Plan Amendment No. 8, 2013 by advertisement inserted on the ___ day of _____, 2013 and the ___ day of _____, 2013 in the Western Star newspaper.
- c) set the ___ day of _____, 2013 at 7:00 p.m. at the Town Hall, Deer Lake for the holding of a public hearing to consider objections and submissions.

Now under Section 23 of the *Urban and Rural Planning Act 2000*, the Town Council of Deer Lake approves the Deer Lake Municipal Plan Amendment No. 8, 2013 on the ___ day of _____, 2013.

SIGNED AND SEALED this ___ day of _____, 2013

Mayor: _____
Dean Ball

Clerk: _____
Lori Humphrey

URBAN AND RURAL PLANNING ACT

RESOLUTION TO ADOPT

TOWN OF DEER LAKE MUNICIPAL PLAN AMENDMENT NO. 8, 2013

Under the authority of Section 16 of the *Urban and Rural Planning Act 2000*, the Town Council of Deer Lake adopts the Deer Lake Municipal Plan Amendment No.8, 2013.

Adopted by the Town Council of Deer Lake on the ___ day of _____, 2013.

Signed and sealed this ___ day of _____, 2013.

Mayor: _____

Dean Ball

Clerk: _____

Lori Humphrey

CANADIAN INSTITUTE OF PLANNERS CERTIFICATION

I certify that the attached Municipal Plan Amendment No. 8, 2013 has been prepared in accordance with the requirements of the *Urban and Rural Planning Act*.

MCIP: Arvo McMillan

TOWN OF DEER LAKE MUNICIPAL PLAN AMENDMENT NO. 8, 2013

BACKGROUND

In order to accommodate future residential development the proposed amendments to the Deer Lake Municipal Plan Future Land Use Map 1 and the Development Regulations Land Use Zoning Map 1 would change the designation and zone of a property located north of George Aaron Drive from Agriculture to Residential.

These amendments were reviewed by the Agrifoods Development Branch and deemed satisfactory.

PUBLIC CONSULTATION

The public consultation scheduled for October 29th, 2013 at 7:00 p.m. as advertised in the October 22nd, 2013 edition of the Western Star was cancelled due to lack of representations.

.

MUNICIPAL PLAN AMENDMENT

Future Land Use Map 1 is amended as shown on the attached plan.

TOWN OF DEER LAKE
DEVELOPMENT REGULATIONS AMENDMENT NO. 9, 2013
URBAN AND RURAL PLANNING ACT
RESOLUTION TO APPROVE
TOWN OF DEER LAKE
DEVELOPMENT REGULATIONS AMENDMENT NO. 9, 2013

Under the authority of Section 16, Section 17 and Section 18 of the *Urban and Rural Planning Act 2000*, the Town Council of Deer Lake

- a) adopted the Deer Lake Development Regulations Amendment No. 9, 2013 on the __ day of _____, 2013.
- b) gave notice of the adoption of the Deer Lake Development Regulations Amendment No. 9, 2013 by advertisement inserted on the __ day of _____, 2013 and the __ day of _____, 2013 in the Western Star newspaper.
- c) set the __ day of _____, 2013 at 7:00 p.m. at the Town Hall, Deer Lake for the holding of a public hearing to consider objections and submissions.

Now under the authority of Section 23 of the *Urban and Rural Planning Act 2000*, the Town Council of Deer Lake approves the Deer Lake Development Regulations Amendment No. 9, 2013 on the ___ day of _____, 2013.

SIGNED AND SEALED this ___ day of _____, 2013

Mayor: _____

Dean Ball

Clerk: _____

Lori Humphrey

URBAN AND RURAL PLANNING ACT

RESOLUTION TO ADOPT

TOWN OF DEER LAKE

DEVELOPMENT REGULATIONS AMENDMENT NO. 9, 2013

Under the authority of Section 16 of the *Urban and Rural Planning Act 2000*, the Town Council of Deer Lake adopts the Deer Lake Development Regulations Amendment No. 9, 2013.

Adopted by the Town Council of Deer Lake on the ___ day of _____, 2013.

Signed and sealed this ___ day of _____, 2013.

Mayor: _____

Dean Ball

Clerk: _____

Lori Humphrey

CANADIAN INSTITUTE OF PLANNERS CERTIFICATION

I certify that the attached Development Regulations Amendment No. 9, 2013 has been prepared in accordance with the requirements of the *Urban and Rural Planning Act*.

MCIP: Arvo McMillan

TOWN OF DEER LAKE

DEVELOPMENT REGULATIONS AMENDMENT NO. 9, 2013

BACKGROUND

This amendment is designed to comply with Municipal Plan Amendment No. 8, 2013

PUBLIC CONSULTATION

The public consultation process was the same as that for Municipal Plan Amendment No. 8, 2013.

DEVELOPMENT REGULATIONS AMENDMENT

Zoning Map 1 is amended as shown on the attached plan.

2013-1118-03, Public Hearing and Commissioner

Councillor Kerry Jones /Councillor Amanda Freake

Resolved that the Town of Deer Lake set the public hearing regarding Municipal Plan Amendment No. 8 and Development Regulations Amendment No. 9 for December 11th, 2013 at 7 p.m. with Gerard Martin as the commissioner.

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

In favor 6; opposed 0; abstained 0. Carried

2013-1118-04, Western Director Ballot

Councillor Kerry Jones /Councillor Elmo Bingle

Resolved that the Town of Deer Lake vote Mayor Dean Ball for Western Director for the Municipal Assessment Agency.

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

In favor 6; opposed 0; abstained 0. Carried

2013-1118-05, Working Alone Policy

Councillor Elmo Bingle /Councillor Jean Young

Resolved that we adopt the Working Alone Policy Log Sheet as presented

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

In favor 6; opposed 0; abstained 0. Carried

Correspondence
Meeting No. 1262
Date: Monday, November 18th, 2013

No	NAME	REGARDING	CORRESPONDENCE
01	Bae Newplan	Municipal Capital Works Applications 2014/15	Will continue with this list that was presented but remove Canal Road- See Motion 2013-1118-06
02	AEM Human Resources	Consulting services	FYI
03	Environment & Conservation	Drinking Water Inspection Report	Town Manager and Public Works Superintendent will work on recommendations
04	Municipal and Intergov Affairs	2013 MOG Payment	FYI
05	Environment & Conservation	Permit to operate	FYI
06	BPAA	2014 Int Membership Application	Pass on to recreation director
07	Take Charge	Energy savers	FYI
08	Municipal Assessment Agency	Annual Report	FYI
09	Municipalities NL And Labrador	InFo Note	FYI- Let Fire Department know about training
10	Recreation and Sport	Seniors Grant	Pass on to recreation director

2013-1118-06, Municipal Capital Works Projects

Councillor Elmo Bingle /Councillor Jean Young

Resolved that the top four projects on the list remain the same, removing Canal Road from the list altogether.

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

In favor 6; opposed 0; abstained 0. Carried

Reports

(a) Finance (November 14th, 2013)

2013-1118-07, Finance

Councillor Sheila Mercer/Councillor Kerry Jones

Resolved that the minutes/recommendations of the Finance Committee Meeting November 14th, 2013 be adopted as presented.

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

In favor 6; opposed 0; abstained 0. Carried

Finance
November 14th, 2013

Deputy Mayor Sandra Pinksen
Councillor Elmo Bingle
Maxine Hayden

No	Description	Recommendation
1.	Ronald McDonald House donation	Recommend \$25.00
2.	Deer Lake Christian Aid Committee donation	Recommend \$100.00
3.	Royal Canadian Legion Donation	Recommend \$25.00
4.	Humber Valley Heritage Society annual grant	Recommend approval \$1,500.00
5.	Accounts Payable \$65,466.63	Recommend approval
6.	Tax adjustment account 111850 business closed building removed business tax \$399.00 Property tax \$181.71	Recommend approval
7.	Tax adjustments GST Waste removal Account 113874 \$2,167.94	Recommend approval
8.	Copier lease Pitney Bowes \$170.00 month on 66 month lease, \$0.0070 cost per copy same as we pay now (include all toners, parts, service and labour)	Recommend approval of lease from Pitney Bowes
9.	Holiday greetings Steel Communications \$335.00	Recommend approval
10.	Snow west 2014 partnership \$350.00 HST included	Recommend approval
11	Tax Adjustment account 112743 Poll Tax \$690 and Account 110408 827.75 Low Income and Account 111002 \$957 low Income	Recommend approval

(b) Environment and Housing (November 15th, 2013)

2013-1118-08, Environment and Housing

Councillor Kerry Jones /Councillor Jean Young

Resolved that the minutes/recommendations of the Environment and Housing Committee Meeting November 15th, 2013 be adopted as presented.

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

In favor 6; opposed 0; abstained 0. Carried

Environment & housing
November 15th, 2013

Councillor Kerry Jones
Councillor Amanda Freake
Maxine Hayden

Terry Barnes
Damon Clarke
Dave Thomas

No.	Address	Description	Recommendation
1.	6 Joel's Crescent	Dwelling front 50 feet length 34 feet front yard 30 feet Rearyard 39 feet left 26 feet right 4 feet , Garage 20 x 22 15 feet from dwelling left Sideyard 4 feet.	Recommend approval check measurement on Rearyard for garage Stipulation when footings have been framed , but before pouring , contact Town office so that the site can be inspected to confirm that the building site complies with the Town Regulations
2	13 Woodford drive	Dwelling length 74 width 16 height 13 plus garage Length 20 feet width 14 feet height 14 feet front yard 19.68 feet,, right Sideyard 10 feet, left Sideyard 20 feet, Garage 20 x 14 left Sideyard 6 feet right Sideyard 30 feet	Recommend approval Stipulation when footings have been framed , but before pouring , contact Town office so that the site can be inspected to confirm that the building site complies with the Town Regulations

3	9 Woodford Drive	Dwelling Length 74 width 16 front yard 19.68 feet, right Sideyard 10 feet, left Sideyard 24, plus garage 20 x 20 right Sideyard 25.741 left Sideyard 4.2	Recommend approval Stipulation when footings have been framed , but before pouring , contact Town office so that the site can be inspected to confirm that the building site complies with the Town Regulations
4	Cross Heights Lot 3	New dwelling length 46 feet width 28 feet height 22 feet, , front and Rearyard 9 meters left Sideyard 1meter, right Sideyard 3 meters	Recommend approval Stipulations when footings have been framed , but before pouring , contact Town office so that the site can be inspected to confirm that the building site complies with the Town Regulations
5	Lot 71 High Street	New dwelling length 30 feet width 40 height 14 feet, front yard 30 feet left Sideyard 26 right Sideyard 4 Rearyard to bank 25 feet to back boundary 57 feet	Approved in principle. Must advertise for 3 foot front yard variance. Water Sewer services will not be installed until 2014. Any work started will be subject to a 14 day appeal by any member of the general public. Stipulation when footings have been framed , but before pouring , contact Town office so that the site can be inspected to confirm that the building site complies with the Town Regulations
6	1 Second Avenue	Permission to subdivide land one lot 53.5 feet and the second 47.5 feet, must meet variance regulations	Approved in principle pending submission of survey, note would need to advertise for variance.
7	Cross's Road	Land purchase of 3000 sq feet	Price for the land remains status quo.
8	Friendship park	Proposal to construct a building and lease land at Deer Lake Peace Park - food Beverage and Tourism facility approximately 60 feet by 60 feet.	Defer to Council – set up meeting

(c) Public Works (November 14th, 2013)

2013-1118-09, Public Works

Councillor Kerry Jones / Councillor Jean Young

Resolved that the minutes/recommendations of the Public Works Committee Meeting November 14th, 2013 be adopted as presented.

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

In favor 6; opposed 0; abstained 0. Carried

Public Works
November 14th, 2013

Councillor Elmo Bingle
Councillor Shelia Mercer
Maxine Hayden
Dave Thomas

1. 14 Farm Road Property replacement - work will be done in spring - in future take a picture of land before and after any work is done.
2. 24 Goose Arm Road – Hill: this is a civil matter between two neighbors if they wish to continue it will be up to them to seek legal advice.
3. 68410 Newfoundland & Labrador Inc. – Road Reservation. – Recommend approval
4. Boat \$1,000.00 – Recommend approval this boat will be used to check the sediment in the Lagoon.

(d) Economic Development (November 9th, 2013)

2013-1118-10, Economic Development

Councillor Jean Young /Councillor Sheila Mercer

Resolved that the minutes/recommendations of the Economic Development Committee Meeting November 9th, 2013be adopted as presented.

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

In favor 6; opposed 0; abstained 0. Carried

Economic Development Committee Minutes

Meeting of Wednesday, November 6th, 9 am

In Attendance	Regrets
Sheila Mercer, Town Councilor	Chairperson Jean Young, Town Councilor
Terri Lynn Robbins, Deer Lake Chamber of Commerce	Cyril Kirby, Committee Member
Amanda-Marie Hillyard, Heritage coordinator	Terri Gilbert, Business Owner
Damon Clarke, Economic Development Officer	

I. Call to Order

The meeting was called to order at 9:10 pm. The meeting was held mainly to discuss the heritage fair (see below).

II. Old Business

a. Heritage Fair

Heritage coordinator Amanda-Marie Hillyard provided an update on planning for the event, which the group decided to rename the Heritage Celebration. There is a good array of displays featuring local seniors and there will also be food, artifacts, old photographs, an accordion player, etc.

b. Snow West 2014/Snowmobile Hub

Both of these committees meet every two weeks. The Snow West event schedule is coming together and a full-time event coordinator Caroline Swan has been hired. Meanwhile, the Junction Trailblazers have a groomer serviced and ready to go. The members noted there is still some work to be done on the trails, particularly in the Area of the new KFC building and behind Commerce Street.

c. Honeywell update

The EDO is still waiting to hear from Honeywell on a follow up meeting. Company representatives had planned to be in the area in early November.

d. Small Business Week Summary

Terri-Lynn provided a summary of Small Business Week, which was a great success. There was good attendance at all events and the support agencies who took part were very impressed with the quality and quantity of people who participated.

III. New Business

a. CONA civil engineering students

The town has been approached by College of the North Atlantic with regard to having students do some work with the town as part of their course. The two are part of the civil engineering program and are able to do work such as plotting the locations of water and sewer lines and producing drawings, cost estimates and construction schedules for subdivisions, water and wastewater treatment facilities, walking bridges, marine facilities, and so on. The town will attempt to accommodate the students while getting some valuable work completed.

b. Trail development meeting with Brent Humphries

The EDO met recently with Brent Humphries of the Corner Brook Stream Development Committee. The two discussed possible funding options and the need to have an umbrella organization in Western Newfoundland to help guide the process of developing trails in Western Newfoundland communities.

c. Council brainstorming session

The committee spoke at length of the need for the Deer Lake town council to set its priorities for economic development. The timing is good as council has a fresh mandate. Appointments from council to the committee need to be made and a course set for the next four years. The EDO approached the town manager who will attempt to schedule such a meeting in the near future.

IV. Other Business

V. Next meeting

Wednesday, November 20, 2013, 9 am

VI. Adjournment

Meeting Adjourned at 11:30 am

(e) Public Works Superintendent Report

Report From: Public Works Superintendent David Thomas
Prepared For: Council & Management Team
Date Prepared: November 15th, 2013
Timeframe: October 28th, 2013-November 15th, 2013

Road:

- Patching
- Grading roads and shoulders on Nicholsville Road
- Paved road cuts
- Repaired catchbasin on Wight's Road and High Street
- Put Class A on Airport Avenue
- Fixing and installed signs

Water:

- Clean filters
- Water hookup on Islandview Heights and Tower Road
- Repaired leaking curb stop on Scott Drive

Sewer:

- Sewer hookup on Islandview Heights and Tower Road
- Fixed sewer plug on Jewers Lane
- Checked depth of sludge in lagoon

Snow:

Building Maintenance:

- Electrical Repairs in Recreation complex, fire hall depot and liftstations

Misc :

- Hauled winter sand
- Hauled winter salt
- Work around stadium with backhoe for canopies

(f) Town Manager Report

Town Manager Action Report for
Meeting No. 1262
November 15th, 2013

No	Item	Dept.	Person responsible	Task/request
1	Xavier Awards Night	Admin	TM	Councillor Mercer will attend
2	Deer Lake Legion	Admin	TM	Councillor Mercer will attend
3	22 Old Bonne Bay Road	Admin	TM	Letter sent re request for reduction in Business Tax

4	Nov 7-8, 2013	Admin	TM	<p>Attended MNL convention in St. John's CMHC Seed funding \$10,000.00, grant \$10,000.00 would look at interest free loans would look at Seed funding for feasibility studies.</p> <p>Stewart Mckley business tax within a specific category need bear no relationship to the costs of services being permitted.</p> <p>Negligence on building permits if Council does not have a building inspector cannot be held responsible if someone does not build properly.</p> <p>Wastewater systems Effluent Regulations – 100m³ is the amount of wastewater associated with 200 people . Higher risk municipalities will need to comply by 2020, medium by 2030 and lower by 2040.</p> <p>Municipal benchmarking – hope to have a website up by December 15,2013 looking at over 5 years of data in over forty categories, example population, size, MNA district, region</p> <p>Waste Management - 60% of dump sites closed, Central has been awarded an addition 16 million. Still on target for closure of land fill sites and consultations to regional sites on the island.</p> <p>Bae Newplan did a walkthrough of Town Office and fire hall will report a report for Council in regards to renovations or expansion.</p>
---	---------------	-------	----	--

Adjournment

2013-1118-11, Adjournment

Councillor Elmo Bingle/ Councillor Amanda Freake

Resolved that since there is no further business that the meeting adjourns at 8:56 pm with the next regularly scheduled meeting set for Monday December 2nd, 2013 at 7:30 pm.

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

In favor 6; opposed 0; abstained 0. Carried



Mayor Dean Ball



Lori Humphrey, Town Clerk