

Minutes of the regular meeting of council held Monday, December 16nd, 2013 No. 1264 held in Council Chambers, 6 Crescent Street, Deer Lake, NL.

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

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

Gallery: Christopher Freake, Gordon Hancock, Carl Goudie, John Wellon, Paul Hutchings (Western Star)

Regular meeting of council called to order at 7:30pm by Mayor Dean Ball

2013-1216-01, Minutes No. 1263

Councillor Amanda Freake /Councillor Elmo Bingle

Resolved that the minutes of regular meeting of council, No. 1263 held Monday, December 2nd, 2013 be adopted as presented.

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

In favor 7; opposed 0; abstained 0. Carried

New Business

2013-1216-02, Municipal Plan Amendment #8 and Development Amendment #9

Councillor Sheila Mercer / Deputy Mayor Sandra Pinksen

In Favor: Mayor Dean Ball
Deputy Mayor Sandra Pinksen
Councillor Amanda Freake
Councillor Kerry Jones

Councillor Jean Young
Councillor Sheila Mercer
Councillor Elmo Bingle

In favor 7; opposed 0; abstained 0. Carried

Correspondence
Meeting No. 1264
Date: Monday, December 16th, 2013

No	NAME	REGARDING	CORRESPONDENCE
01	MNL	Newsletter	FYI
02	Stewart McKelvey	Labour Standards Act	FYI

Reports

(a) Finance (December 12th, 2013)

2013-1216-03, Finance

Deputy Mayor Sandra Pinksen/Councillor Elmo Bingle

Resolved that the minutes/recommendations of the Finance Committee Meeting December 12th, 2013 be adopted as presented.

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

In favor 7; opposed 0; abstained 0. Carried

Finance
December 12th, 2013

Deputy Sandra Pinksen
Maxine Hayden

NO	Description	Recommendation
1	Western Star don't drink and drive add 2x 5 \$68.00 plus HST	Recommend approval
2	Tax adjustments \$4,072.17 property was appealed and reduced by Municipal Assessment	Recommend Approval

3	Accounts Payable \$60,871.63	Recommend approval
4	Christmas Eve request fire departments prepare annual soup at lunch time for all staff and volunteers. . Purchase of turkeys	Recommend approval

(b) Environment and Housing (December 12th, 2013)

2013-1216-04, Environment and Housing

Councillor Kerry Jones/Councillor Amanda Freake

Resolved that the minutes/recommendations of the Environment and Housing Committee Meeting December 12th, 2013 excluding item # 12 be adopted as presented.

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

In favor 7; opposed 0; abstained 0. Carried

Councillor Bingle stepped out of the meeting at 7:44 p.m. due to conflict of interest.

2013-1216-05, Environment and Housing

Councilor Kerry Jones/Councillor Amanda Freake

Resolved that the minutes/recommendations of the Environment and Housing Committee Meeting December 12th, 2013 item # 12 be adopted as presented.

In Favor: Mayor Dean Ball
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

Councillor Bingle steps back into the meeting at 7:46 p.m.

Environment
December 12th, 2013

Councillor Amanda Freake
Councillor Shelia Mercer
Maxine Hayden
Dave Thomas

No.	Address	Description	recommendation
1	Deer Lake	58999 Newfoundland & Labrador Inc. Borrow Material	Defer for more information
2.	W. Side of Route 430N of Reidville Road	BFS Enterprises Ltd. Gravel	Recommend approval
3	Deer Lake	William Perry Trucking Gravel	Defer for more information
4	S. Side of TCH E. Junction Brook Dump Rd	LTJ Trucking Ltd. Gravel Sand	Recommend approval
5	3km from R430 off Incinerator Rd.	William Perry Trucking Borrow Material	Recommend Approval
6	1.2 km W of JCT. Brook Bridge 280mS of TCH	B& S Trucking Ltd. Gravel Sand	Recommend approval
7	At Junction Brook Quarry Area	Evergreen Ltd. Sand	Recommend Approval
8	2km west of Junction Brook Bridge S off TCH	William Perry Trucking Gravel, Sand	Recommend approval
8	Junction Brook Deer Lake	Valley view Estates Ltd. Sand	Recommend approval
9	North Side of T.C.H. 4.3 km East of Airport Road	Better Paving Ltd. Gravel Sand	Recommend approval
10	1.2 km W of Jct. Brook Bridge S of TCH	Evergreen Enterprises Ltd. Gravel Rock	Recommend approval
11	Off Deer Lake Dump Access Road	Evergreen Enterprises Ltd. Sand	Recommend approval
12	73 High Street	New dwelling width 45 depth 36 front yard 30 Rearyard 38 Sideyard 12 and 8 house has been made smaller	Recommend approval with the stipulation no removal of fill or backfilling of bank.
13	6 Pine Street	New dwelling 50 x 26 front yard 21.5 Rearyard 21.5 Sideyard 3.5 and 15	Recommend approval this is an older street. The house will need to move closer to 8

			Pine Street.
14	42 cross	Price of land deferred from prior meeting	Defer
15	30 Reid's Lane	Land Purchase	Recommend that land be advertised for sale and for proposals to develop under Section 201.1 of Municipalities Act.

(c) Economic Development (December 4th, 2013)

2013-1216-06, Economic Development

Councillor Jean Young/ Councillor Sheila Mercer

Resolved that the minutes/recommendations of the Economic Development Committee Meeting December 4th, 2013 be adopted as presented. It was also noted to send a letter of congratulation to Dwight Ball for the winning the Liberal Leadership.

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

In favor 7; opposed 0; abstained 0. Carried

Economic Development Committee Minutes

Meeting of Wednesday, November 20th

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

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I. Call to Order

The meeting was called to order at 9:05 pm. The meeting was held mainly to discuss the heritage fair (see below).

II. Old Business

a. Heritage Fair

Heritage Co-ordinator Amanda-Marie Hillyard provided an update on planning for the event, which was planned for Nov. 21 at Deer Lake Manor.

b. Snow West 2014/Snowmobile Hub

The Snow West event schedule is getting finalized and marketing efforts are being developed. This has been communicated to the Snowmobile Hub group.

c. Honeywell update

The EDO has e-mailed his contact at Honeywell twice but has not yet heard back. He will try again.

III. New Business

a. CONA civil engineering students

A College of the North Atlantic engineering student, Robert Wells, has provided the EDO with the parameters of his project. Robert will plot the route of a hiking trail that would go from the Viking Trail Bridge to the Nicholville Bridge. In addition to plotting the route, he will provide cost estimates regarding the work, including bridges. He will start his project in the new year.

b. Council brainstorming session

The EDO will present to the town council on Monday, November 25. He will outline ongoing projects and explain the priorities set to date. He will also seek input from council into potential future initiatives. Appointments from council to the committee need to be made and a course set for the next four years.

Other Business

IV. Next meeting

Wednesday, December 4, 2013, 9 am

V. Adjournment

Meeting Adjourned at 11:15 am

(d) Parks and Recreation – December 11th

2013-1216-06, Parks and Recreation

Councillor Sheila Mercer /Councillor Kerry Jones

Resolved that the minutes/recommendations of the Parks and Recreation Committee Meeting December 11th, 2013 be adopted as presented.

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

In favor 7; opposed 0; abstained 0. Carried

Parks & Recreation Committee

Deer Lake Parks & Recreation Committee held their regular meeting on Wednesday Dec 11, 2013

In Attendance:

1. Councilor- Sheila Mercer
2. Glynn Wiseman
3. Junior Pinksen

Stadium

- We are booked solid over Holidays with ice rentals. We have three different Western Teams holding camps in Deer Lake which will create great economic spin off.
- Royals are pleased with operations at Hodder Complex
- Recommend as we did last year to have Town Christmas party on a night other than Friday so we can offer option for all Complex staff to attend.
- The entire complex floors will be stripped and waxed before Christmas to give a fresh look.

Pool

Swimming Registration

- Thursday December 12-2013 we held swimming registration for the January block of lessons.
- We also did a survey giving three options of how people would like to see swimming registration done. (attached is a copy)

- Wading Pools are repaired by the stadium staff and pools opened.

Bowling Alley:

- Leagues will shut down for Christmas and start early in New Year.
- Doing out usual year end maintenance.

Winterfest:

- Dates February 7-17-2014.
- Please to announce it will be 11 days long this year.
- It will be a fun filled for all ages and activities for all interest.
- We are partnering with Snow West and sharing information to maximize exposure.

Bandstand

- Hodder staff hopes to have the entire bandstand enclosed by Christmas. The project will be done under what was projected.

Exit Canopies:

- Are all completed.

Community Recreation Grant

- Looking at best options to apply for. Play ground up grade, or energy savings upgrade.

Seniors Recreation Grant

- Will be speaking to from local seniors group and other professionals in the town about a partnership

Addition

- The Town of Deer Lake will sponsor one hour of skating for the Town Employees' and their Families on January 6th 6p.m. to 7 p.m.

(e) Policy

2013-1216-07, Tax Collection Policy

Councillor Sheila Mercer /Councillor Elmo Bingle

Resolved that the Tax Collection Policy be adopted as presented.

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

In favor 7; opposed 0; abstained 0. Carried

POLICY
TOWN OF DEER LAKE
TAX COLLECTION POLICY

PURPOSE To give Council staff the authority to proceed with necessary action to have all tax amounts paid in full by the end of the calendar year in which they were imposed

AUTHORITY As per the Municipalities Act, 1999 sections 134 and Section 137-145 and through resolution of Council at meeting No 1157 held September 8, 2008 and furthermore , through the amendment of Meeting No. 1196, August 16,2010 and through the amendment of Meeting No. 1263 December 16, 2013

ACTION The agent/ employee of council has permission to proceed through Section 134 of the Municipalities Act, 1999 to place a lien on the said property and/or proceed with the Notice of Arrears as stated in Section 137-145 with the intent of selling the said property through the sale by public action as authorized and explained in these applicable sections of the act.

AMENDMENT Once permits are approved by Council, applicants must pick up and pay for permits within six (6) months and before any works is begun. Any permits not picked up within six (6) months of approval will expire and applicant must reapply. Permits are valid for one (1) year after pickup date and can be renewed for an addition year after expiry date. All taxes are due in full by March 31. After March 31 any balance owing will be subject to interest at 1% compounded monthly. Property owner will be notified by mail and/or telephone that the taxation account is now in arrears and water will be cut off. If no payment schedule has been arranged, or if the schedule has not been met, subject to notification water will be cut off. If water is cut off it will not be reconnected until the account is paid in full. There will be a reconnection charge of \$50.00.

Policy Reviewed at Meeting No. 1263, December 2nd, 2013

Verified by: _____

(d) Town Manager Report

Town Manager Action Report for
Meeting No. 1263
December 13, 2013

No	Item	Dept.	Person responsible	Task/request
1	Tender Office Building	Admin	TM/PW	Tender drafted and placed in paper, Anderson Engineering was asking on behalf of clients if the deadline date to move in the building can be changed to September 2014
2	Bae Newplan	Admin	TM	Capital works Application they charge \$500.00 per application to submit Municipal Capital Work Applications
3	Finance Committee	Admin	TM/TC	Cheques issued
4	Polices	Admin	TM	Policy Accounts Receivable /Tax Collection Policy, Poll Tax, Time off In Lieu , working alone discussed and read to office staff
5	Town of Reidville	Admin	TM	New dwellings in Reidville 2012, 8 and in 2013 6

(e) Public Works Superintendent Report

Report From: Public Works Superintendent David Thomas
Prepared For: Council & Management Team
Date Prepared: December 13, 2013
Timeframe: December 2, 2013-December 13, 2013

Road:

- Patching
- Repaired washed out culvert
- Ditching on Old Bonne Bay Road and behind Mr. Gushue's
- Shouldering
- Repaired asphalt around manholes

Water:

- Clean filters
- Water hookup on Joels Crescent
- Repairs to MTD filter

Sewer:

- Sewer hook ups on Joels Crescent
- Fixed sewer plug on Jewers Lane
- Cutting brush and removing grass around lagoon

Snow:

- Two days plowing snow
- 7 days sanding and salting
- Cleared sidewalks

Building Maintenance:

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

Misc :

- Put up Christmas lights on tree outside office
- Put markers on Hydrants and benches

Adjournment

2013-1216-08, Adjournment

Councillor Sandra Pinksen/ Councillor Amanda Freake

Resolved that since there is no further business that the meeting adjourns at 8:50 pm with the next regularly scheduled meeting set for Monday December 30th, 2013 at 7:30 pm.

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

In favor 7; opposed 0; abstained 0. Carried



Mayor Dean Ball



Lori Humphrey, Town Clerk