

Minutes of the regular meeting of council held Monday, December 30<sup>th</sup>, 2013 No. 1265 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

Gallery: John Wellon, Carl Goudie, Paul Hutchings (Western Star)

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

2013-1230-01, Minutes No. 1265

Deputy Mayor Sandra Pinksen /Councillor Sheila Mercer

Resolved that the minutes of regular meeting of council, No. 1265 held Monday, December 16<sup>th</sup>, 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

Reports

(a) Budget 2014

2013-1230-02, Budget

Deputy Mayor Sandra Pinksen/Councillor Elmo Bingle

Resolved that the Budget for 2014 be adopted as presented at the end of these minutes.

In Favor: Mayor Dean Ball  
Deputy Mayor Sandra Pinksen

Councillor Amanda Freake  
Councillor Jean Young  
Councillor Sheila Mercer  
Councillor Elmo Bingle

Opposed: Councillor Kerry Jones

In favor 6; opposed 1; abstained 0. Carried

### **PRESS RELEASE**

**From: Deputy Mayor Sandra Pinksen**

**Date: December 16, 2013**

**Re: Budget 2014**

Your Worship, fellow councilors and members of the gallery... as Deputy Mayor and as Finance Chair for the Town of Deer Lake, it gives me great pleasure to present the Budget for the 2014 taxation year.

I would like to take this opportunity to thank the finance committee, my fellow members of council and the members of our management team. We all worked together to bring forth this important financial document and forecast for 2014. All involved played an important role in this balanced budget of \$6.428 million.

Going forward, I am pleased to announce that because of the town's diligence in working within the limits of the 2013 budget, we are able to present a balanced budget with no tax increases for 2014.

Before I proceed with this year's budget I would like to highlight some of the great investments in capital that we were able to invest in this year. The Hodder Memorial Recreation Complex was one of the beneficiaries as we installed new canopies over all the exterior doors and we had new boards installed at the stadium. We also installed new lifeguard chairs at the swimming pool.

In 2013, we made significant improvements to the boat launch area near the Nicholville Bridge and created a beach volleyball court. There were also important improvements through our capital works program.

When I delivered the budget address last year, I pointed out the tremendous growth that has been taking place in our community. That growth has continued; in 2013, we had 47

new homes started and the total value of commercial and residential building permits was over \$10 million. In addition, there were more than a dozen new businesses established.

It's time now to look ahead to 2014. Some of the capital works projects in town that have been worked on were the installation of a sidewalk on White's Road and additional work on Canal Drive, Tulk's Lane, Reid's Lane and White's Road. We will also conduct water and sewer-related work on Middle, Gatehouse and Nicholsville roads and do some upgrading on the lift station at Lakeside Drive.

Some of our other budget 2014 highlights include the following:

- In 2014, we will put some money towards the purchase of a new fire truck and we will erect a chain link fence around the fire training grounds.
- The Recreation Department will receive funds to purchase a Kubota tractor sweeper and a pickup truck.
- The town also has plans to construct a new dog park in Deer Lake.
- The town will continue to put aside money for its share of the funding for capital works projects.
- Debt reduction continues to be one of the town council's aims. Several of our long-term loans will be retired during this year, which will increase the town cash flow, causing operations to run smoother.
- Our Public Works Department will be purchasing a new skid steer loader. To further ensure the efficient operations of our town, the 2014 budget allows a further commitment to sidewalk development.

The 2014 fiscal year will also see us embark on a number of economic development initiatives. We will continue working hard to acquire and re-zone lands to create additional areas for residential and commercial growth.

In the 2014 budget, the Town of Deer Lake will continue its commitment to low income families. For those residing in their own homes, valued at \$135,000 or less, and earning \$0 to \$17,000 per year, a sliding scale will be used again, reducing the property, water and sewer tax obligations for those families.

Interest on delinquent accounts will stand at 12 per cent and we will be offering residents a ONE MONTH ONLY discount of three per cent if all accounts current and arrears are paid by January 31, 2014.

Note: All taxes are due and payable by March 31, 2014. Staff have been instructed to be thorough in collecting arrears as we need 100 % collections to operate our town in the most efficient and effective manner.

Your Worship, this concludes my presentation of the Town of Deer Lake's budget for 2014. I now would like to make a motion for its adoption.

(b) 2014 Tax Rate
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2013-1230-03, Tax Rate 2014

Deputy Mayor Sandra Pinksen/Councillor Elmo Bingle  
Resolved that the 2014 Tax Rates 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



**TOWN OF DEER LAKE**

**2014 Tax Rates**

**PAYMENT OPTIONS**

1. Payment in full by March 31, 2014
2. Interest Free: Payment Plan for payment in full by December 31, 2014, interest free with post dated cheques or pre-authorized debit transactions are made good. Interest will be reinstated if any of the above noted transactions are declined or returned NSF. A NSF charge of \$25.00 will be applicable.
3. Interact, Visa, MasterCard, cash and cheques accepted

**DISCOUNT:** Discounts 3% - if paid by January 31, 2014

**INTEREST:** 1 % compound monthly interest will be charged on any unpaid balance of any tax account owed to the Town of Deer

**PROPERTY TAX**

Minimum \$495.00



**DIRECT SELLERS TAX/VENDOR PERMIT:**

Up to 4 months	\$50.00 per month
After 4 months	\$399.00

**COMMUNITY SERVICE FEE**

Minimum	\$9000.00
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**DEVELOPMENT**

**Residential Building Permits:**

New Construction	\$1.00 per sq. m
Extensions	\$1.00 per sq. m
Accessory Buildings	\$1.00 per sq. m (Min.of \$50.00)
Basement Apartments	\$1.00 per sq. m

**Renovations/Improvements:**

Construction value less than \$5,000	\$25.00
Construction value over \$5,000	\$50.00
Swimming Pools	\$50.00
Fencing	\$25.00
Discretionary Use/Variance	\$100.00
Quarry Permits	\$600.00 per year
Town Plan Amendment Fee	\$400.00 plus additional costs
Zoning Amendment Fee	\$100.00 plus additional costs

**Commercial/Industrial/Institutional Building Permit:**

New Construction	\$4.25 per \$1,000 construction value
Extensions	\$4.25 per \$1,000 construction value
Accessory Buildings	\$4.25 per \$1,000 construction value
Renovations/Improvements	\$100.00
Commercial – Other	\$4.25 per \$1,000 construction value

**Other:**

Tax Certificates	\$50.00 each
Compliance Letters	\$50.00 each
Taxi Permits	\$70.00 each
Installation of Signs	\$50.00
Demolition Permits	\$25.00 minimum
Dumping Fee – Non Resident	\$20.00 per load
Copies of Municipal Plan/Dev. Reg	\$25.00
Letters of Confirmation	\$100.00
Subscriptions	\$50.00 per year (Plan and Zoning Regulation
Updates)	
Information Requests	\$50.00 per hour (Property Information Research
Data Analysis)	

**ALL TAXES ARE DUE AND PAYABLE BY MARCH 31, 2014**

(c) Municipal Tax Exemption for 2014

2013-1230-04, Municipal Tax Exception

Deputy Mayor Sandra Pinksen/Councillor Elmo Bingle

Resolved that the Municipal tax exemption 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

**MUNICIPAL TAX EXEMPTION APPLICATION FOR 2014**

To Qualify:

- Must have a total annual income from the prior year (2013) of 17,000 or less (please see sliding scale below).
- Application must be for primary residential property only
- Property Taxable amount based on the current Municipal Assessment Roll must be \$135,000 or less.
- A copy of the previous year's income tax return for all household members – which would include both property owners (husband, wife or Common-Law partners) must accompany this application.
- Deadline for receipt of applications is November 30<sup>th</sup>, 2014

NOTE: This discount applies **ONLY** to the current property tax/water/sewer fees. Any property owner with tax arrears will not be eligible for this discount unless they make a minimum payment of \$200 per year towards the tax arrears.

**SLIDING SCALE**

No.	Annual Income Level	Property Tax, Water and Sewer Tax

1	\$0.00 - \$13,000.00	Property Owner to Pay \$150.00 for current year
2	\$13,001 - \$14,000.00	Property Owner to Pay \$175.00 for current year
3	\$14,001 - \$15,000.00	Property Owner to Pay \$200.00 for current year
4	\$15,001 - \$16,000.00	Property Owner to Pay \$225.00 for current year
5	\$16,001 - \$17,000.00	Property Owner to Pay \$250.00 for current year

APPLICATION FORM

FOR PROPERTY TAX AND WATER/SEWER FEE

FOR PROPERTY OWNERS WITH AN ANNUAL INCOME OF \$17,000.00 OR LESS.

Applicant Information:

Name: \_\_\_\_\_

Present Address: \_\_\_\_\_

Previous Year's Income: \_\_\_\_\_

Marital Status: \_\_\_\_\_

Spouse/Common-Law Information:

Name: \_\_\_\_\_



Present Address: \_\_\_\_\_

Previous Year's Income: \_\_\_\_\_

TOTAL INCOME FOR BOTH: \_\_\_\_\_

Taxable value of property on  
2014 Municipal Assessment Roll: \_\_\_\_\_

I, \_\_\_\_\_ of the Town of Deer Lake hereby make application for a discount on my Property Tax and Water/Sewer Fee as per the attached guidelines, for the 2014.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date of Application

(d) Tender

2013-1230-05, Tender

Councillor Sheila Mercer /Councillor Kerry Jones

Resolved that the Town of Deer Lake go out for tender on a Skid Steer Loader as presented in the following tender document.

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

## **TOWN OF DEER LAKE**

### **Tender for the Supply and Delivery of**

# **One (1) Skid Steer Loader**

**Town of Deer Lake**

**6 Crescent Street**

**Deer Lake, NL**

**A8A 1E9**

**Phone: (709) 635-2451**

**FAX: (709) 635-5857**

## **General Conditions:**

The bidder must be: a manufacturer, a factory branch or an agent engaged in the business of selling, dealing and servicing the equipment bid upon and must maintain a reasonable stock of parts in their facility.

1. All taxes must be included, the bidder must determine if the bid item is federal or provincial tax exempt.
2. Unit shall not be a prototype, must be in production for at least two (2) years and have a proven record of mechanical reliability.
3. Tenders which are incomplete, conditional, obscure or qualified may be rejected as invalid.
4. The equipment list in the Town's specifications must be furnished whether or not included in the "standard" manufacturer's specifications.
5. The term "standard" is defined as that equipment listed or shown as standard equipment at no extra cost in the manufacturer's current publication.
6. Deviations will be considered informalities in bidding and will not be accepted by the Town.
7. In the case of tie low bids, the Town of Deer Lake reserves the right to use the most expedient means available to arrive at an award.
8. **Public Tender Opening: January 17<sup>TH</sup>, 2014 at 3:00 P.M. at the Town Office, 6 Crescent Street, Deer Lake, NL.**
9. This Tender is not intended to exclude standard equipment or products unless the words "no substitute" are included in the description.
10. Faxed tenders will only be accepted as a change to the tender already received.
11. Price quoted must be F.O.B. Deer Lake Public Works Depot, Gatehouse Road, Deer Lake, NL.

12. The Town of Deer Lake reserves the right to reject any or all tenders and to accept any bid deemed to be in the Town's best interest. The lowest or any tender will not be accepted.

13. For further information or clarification please contact:

Dave Thomas

Town of Deer Lake

6 Crescent Street

Deer Lake, NL

A8A 1E9

14. Sealed Tenders Marked "**Tender – Skid Steer Loader**" are to be addressed and delivered to:

Town Clerk

Town of Deer Lake

6 Crescent Street

Deer Lake, NL

A8A 1E9

15. Bidders hereby agree to furnish the equipment listed in accordance with the specifications on file at the Town of Deer Lake and which are attached hereto.

16. Where brand names are used in this tender, they are used only to indicate a level of quality, performance and manufacturing standard.

17. Delivery of equipment to be within forty (40) days from award of tender.

18. All documentation of standard vehicle warranty to be included with tender.

19. All measurements are minimum standard unless otherwise specified.

20. The Town of Deer Lake reserves the right to accept/reject all optional attachments on an individual basis.

## **Specifications for Skid Steer Loader**

### **General**

1. Rubber tire type.

2. The machine shall have a minimum operating weight of at least 3,390 kg.
3. Machine length of 3,600 mm, plus or minus 150 mm max.
4. The wheelbase shall be 1,200 mm, plus or minus 100 mm max.
5. Machine shall have a maximum overall height of 4,000 mm.
6. The height to the top of the cab shall be 2,100 mm, plus or minus 100 mm.
7. The vehicle width over the tires shall be 1,676 mm.
8. Machine shall have a minimum ground clearance of no less than 215 mm.
9. Hardware/Software that allows the loader's hydrostatic drive/steer system to be adjusted.
10. Self Level control.
11. Road and Work Lights.
12. Work Tool Controller.
13. Ride Control.
14. Spare Tire & Rim

### **Engine**

Engine net flywheel power shall be at least 71 go (52 kW) according to SAE J1349.

1. Machine shall be EPA tier 4F and Ev, Stage 111B
2. Fuel injected diesel, turbocharged, and liquid cooled.
3. Alternator charging capacity 90 amperes minimum.
4. 12 volts electrical system complete with 850 CCA.
5. Glow plugs.

### **Power Train/Transmission**

Hydrostatic drive, dual pump or equivalent. Drive motors transfer mechanical power to the wheels via high-strength, pre-stressed 100 strength adjustable chain.

1. Electronic torque management.
2. 2 speed.
3. Hand throttle.
4. Foot throttle.
5. Maximum forward travel speed 20 kph.

### **Steering**

The machine shall be equipped with a single, hydraulically operated joystick that controls the forward/reverse and steering directions.

1. Machine must be equipped with a selectable pattern control changer to operate in either "ISO" Pattern or "H" Pattern.
2. Seat mounted/adjustable joystick controls.

### **Brakes**

Hydraulically released parking brake that shall automatically engage when arm bar is raised, and shall be designed to hold machine static.

### **Hydraulic System**

The machine shall be equipped with a single, electro-hydraulically operated joystick that controls the lift, lower and tilt functions.

1. Hydraulic pumps shall be driven directly off the engine.
2. Standard hydraulic pump flow of the machine shall be minimum 90 L/min.
3. Standard hydraulic pump pressure of the machine shall be minimum 23,000 KPa.
4. Standard hydraulic horsepower of the machine shall be minimum 42 hp.
5. Machine shall be equipped with quick connect auxiliary hydraulics activated by a thumb switch located on the joystick.
6. High Flow hydraulic pump of the machine shall produce at least 125 L/min.
7. The High Flow hydraulic pressure of the machine shall be at least 28,000 KPa.
8. Hydraulic pressure hoses shall have steel spiral wraps with burst protection of at least 27,500 KPa.

### **Operator Station**

1. The machine shall be equipped with deep skid-resistant, self-cleaning steps.

2. Air Conditioned sealed and pressurized cab.
3. Air Ride Suspension Seat.
4. AM/FM Radio.
5. Equipped with both a hand and a foot throttle.
6. The machine shall offer the option of selectable boom/bucket speed control as well as travel speed control.
7. The machine shall have a retractable seat belt.
8. The machine shall come standard with a bar that when lifted, automatically engages the machine parking brake for added operator comfort and safety.
9. The machine shall be equipped with ROPS/FOPS protective structures related to at least 5600 kg.
10. Cab door must be equipped with a 2 quick release handles to remove front door complete with gas strut door assist.
11. Audible warning alarms for engine coolant temperature, engine oil pressure and hydraulic oil temperature.
12. Panoramic backup camera.

### **Loader Linkage**

1. The pins shall have countersunk grease fittings.
2. Tilt cylinders protected by a heavy-duty torque tube.
3. Equipped with a split style D-ring for simple auxiliary hose securing.
4. Tipping capacity minimum 1950 kg.
5. Maximum dump angle of at least 45°.
6. Operating capacity minimum 1000 kg.
7. Lift and dump clearance 2400 mm minimum.
8. Tilt cylinder breakout force shall minimum 3300 kg.

### **Work Tool Options**

1. Machine shall have a universal quick coupler.
2. Coupler shall have the following features:

- Low profile side plate designed for optimum match to work tools and minimal material packing.
  - Opposing wedges to ensure a tight tool fit.
  - Large contact areas to absorb loads and minimize stress.
  - Chrome plated and lubricated vertical pins for smooth engagement and prevention of corrosion.
3. Coupler shall have manual engagement and disengagement of work tools using two high leverage handles.
  4. A hydraulic quick coupler shall be available to allow engagement and disengagement without needing the operator to exit the machine.

### **Minimum Capacity**

1. Fuel tank shall have capacity to permit 8 hours of continuous operation.
2. Hydraulic system shall have a minimum (55 L capacity).
3. Hydraulic tank shall have a minimum 40 L capacity.

### **Optional Attachments**

#### **Forks**

- 2 tines
- Frame with 46 in (1159 mm)
- Fork thickness 1.6 in. ( 40 mm)
- Adjustable for spacing

#### **Bucket (bottom opening clam type )**

- Width to match loader
- 0.44 yd<sup>3</sup> (0.34 m<sup>3</sup>) min
- Jaw opening 30 in (767 mm) min
- Clam angle 89 degrees

- Base edge thickness 0.75 in (19mm)
- Cutting edge thickness 0.63 in (16mm)
- Include spare cutting edge

## Sweeper

- Sweeping with straight 84 in (2134 mm)
- Sweeping width angle 67 in (1702 mm)
- Sweeping angle 30 degrees.
- Brush diameter 32 in (813 mm)
- Flow range, hyd 42-83 L/min (11-22 gpm)
- Pressure range, hyd 145-235 bar (2100 – 3400 psi)
- Overall width straight 91 in (2312 mm)
- Overall width angles 92 in (2328 mm )
- Height 33 in (845 mm)
- Length 68 in (1718 mm)
- Forward and reverse rotating.
- Plastic brush type
- Include one full set of spare brushes.

## Cold Planer

- Maximum drum width 24 in (600)
- Conical all purpose bits.
- Tilt angle 8 degrees.
- Drum torque at max pressure 2500 ft-lb min
- Drum speed max flow 160 rpm.
- Hyd flow range 100-125 L/min (2-33 gpm).
- Hyd pressure range 230-280 bar (26-33 gpm)
- Cut depth 0-7 in (0-170 mm)
- Side shift travel 30 in (750 mm)



- One full set of spare bits.

### **Snow Blower**

- Two stage.
- Hydraulically controlled chute, auger, impeller & deflector.
- Machine joysticks control chute & deflector.
- 180° chute rotation
- Overall width 72" max.

### **Blade**

- Multi angle blade.
- Maximum length 72 in. (1829 mm)
- Working width fully angled 66 in (1686 mm)
- Maximum blade angle right/left of center 30 in (750 mm)
- Cutting edge thickness 0.63 in (16 mm)
- Include spare cutting edge.

### **Sand and Salt Spreader**

- Poly construction
- 1200 mm spreading width
- Rear mount
- 60 KG capacity

## **BID SHEET**

### **One (1) Skid Steer**

## A. STRAIGHT PURCHASE

One (1) Skid Steer \$ \_\_\_\_\_

Taxes \$ \_\_\_\_\_

A. Total \$ \_\_\_\_\_

## B. OPTIONAL ATTACHMENTS

Item	Price	Taxes	Total
Snow Blower	_____	_____	_____
Sweeper	_____	_____	_____
Bucket	_____	_____	_____
Forks	_____	_____	_____
Cold Planer	_____	_____	_____
Sand & Salt Spreader	_____	_____	_____
Blade	_____	_____	_____
Auger	_____	_____	_____
B. Total	\$ _____		
C. A+B Total	\$ _____		

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Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

Street Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone No: \_\_\_\_\_ Fax NO. \_\_\_\_\_

Cell: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Adjournment

2013-1230-06, Adjournment

Councillor Elmo Bingle/ Councillor Sheila Mercer

Resolved that since there is no further business that the meeting adjourns at 7:49 pm with the next regularly scheduled meeting set for Monday January 13<sup>th</sup>, 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