

Minutes of the regular meeting of council held Monday, May 5th, 2014 No. 1273 held in Council Chambers, 6 Crescent Street, Deer Lake, NL.

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

Also in attendance: Town Manager, Maxine Hayden
Town Clerk, Lori Humphrey

Absent: Councillor Kerry Jones
Councillor Jean Young

Gallery: Myra Spence, Bill Hayden, Owen Crossan, Jamie Bennett
(Western Star)

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

2014-0505-01, Minutes No. 1272

Councillor Amanda Freake/Councillor Elmo Bingle

Resolved that the minutes of regular meeting of council, No. 1272 held Monday, April 21st, 2014 be adopted as presented.

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

In favor 5; opposed 0; abstained 0. Carried

New Business

2014-0505-02, OHS Coordinator/Office Assistant

Councillor Sheila Mercer /Councillor Amanda Freake

It is recommended that we offer the position of OHS Coordinator/Office Assistant to Leslie O'Neil for the salary of \$31,000 per year to be reviewed after six months. If refused it is recommended to offer the position to Catherine Gilley and then Kelsey Jones.

April 25, 2014

OHS Coordinator/Office Assistant

In Attendance:
Mayor Dean Ball

Councillor Sheila Mercer
Town Manager Maxine Hayden

25 applicants were received. Five were selected for an interview:

Catherine Gilley
Leslie O'Neil
Kelsey Jones
Heather Evans
Ashley Grandy

It is recommended that we offer the position of OHS Coordinator/Office Assistant to Leslie O'Neil for the salary of \$31,000 per year to be reviewed after six months. If refused it is recommended to offer the position to Catherine Gilley and then Kelsey Jones.

2014-0505-03, Development Regulation and Municipal Plan Changes

Councillor Sheila Mercer/Deputy Mayor Sandra Pinksen

Resolved that the Town of Deer Lake accepts the Deer Lake Municipal Plan Amendment No. 9, and Development Regulations Amendment No. 11.

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

In favor 5; opposed 0; abstained 0. Carried

**TOWN OF DEER LAKE
MUNICIPAL PLAN AMENDMENT NO. 9, 2014
DEVELOPMENT REGULATIONS AMENDMENT NO. 11, 2014**

**GLIDE BROOK EAST AND WEST SIDES
WELLON DRIVE AND AIRPORT AVENUE EXTENSION
RURAL TO COMMERCIAL INDUSTRIAL**

**TOWN OF DEER LAKE
MUNICIPAL PLAN AMENDMENT NO. 9, 2014**

**URBAN AND RURAL PLANNING ACT
RESOLUTION TO APPROVE
TOWN OF DEER LAKE
MUNICIPAL PLAN AMENDMENT NO. 9, 2014**

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. 9, 2014 on the 24th day of March, 2014
- b) gave notice of the adoption of the Deer Lake Municipal Plan Amendment No. 9, 2014 by advertisement inserted on the 29th day of March, 2014 and the 5th day of April, 2014 in the Western Star newspaper.
- c) set the 16th day of April, 2014 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. 9, 2014 on the 5th day of May, 2014.

SIGNED AND SEALED this ____ day of _____, 2014

Mayor: _____
Dean Ball

Clerk: _____
Lori Humphrey

URBAN AND RURAL PLANNING ACT

**RESOLUTION TO ADOPT
TOWN OF DEER LAKE MUNICIPAL PLAN AMENDMENT NO. 9, 2014**

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.9, 2014.

Adopted by the Town Council of Deer Lake on the 24th day of March, 2014.

Signed and sealed this ____ day of _____, 2014.

Mayor: _____
Dean Ball

Clerk: _____
Lori Humphrey

CANADIAN INSTITUTE OF PLANNERS CERTIFICATION

I certify that the attached Municipal Plan Amendment No. 9, 2014 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. 9, 2014**

BACKGROUND

In its search for additional land that could be developed for commercial-industrial purposes the Town of Deer lake identified three blocks of Crown Land back of the Old Bonne Bay Road commercial-industrial area, which includes a block of land formerly owned by Kruger.

The Crown blocks or parcels are identified in the accompanying documentation as Crown Land Application 141427 (east of Glide Brook) and Crown Land Application 141978 (west of Glide Brook) and Kruger.

The developable portion of these lands plus an old quarry site adjacent Crown Land Application 141978 on the west side of Glide Brook would be redesignated and rezoned from Rural to Commercial Industrial.

These parcels would be accessed off Airport Avenue Extension and Wellon Drive.

Crown Lands excluded from the amendments are those that meet the following criteria:

- a) Environmental Protection or Zone;
- b) Lies within the 30 metre buffer of Glide Brook (Municipal Plan Section 2.17, Development Regulations Regulation 32 (9) (a));
- c) The water table appears to be very high, and/or there is a steep slope.

Much of the land in on the western side of Glide Brook would remain in the Rural Designation and Zone because of the apparent very high water table. The same applies to the land on the eastern side of Glide Brook, but to a much lesser extent.

Depending upon the final layout and further engineering and design studies it is estimated that the three sites could allow for the development of approximately 33 large commercial – industrial sites.

PUBLIC CONSULTATION

The March 5th, 2014 public consultation as advertised in the February 22nd and March 1st 2014 editions did not take place due to lack of representations.

MUNICIPAL PLAN AMENDMENT

Future Land Use Map 3 is amended as shown on the attached plan.

TOWN OF DEER LAKE DEVELOPMENT REGULATIONS AMENDMENT NO. 11, 2014

**URBAN AND RURAL PLANNING ACT
RESOLUTION TO APPROVE
TOWN OF DEER LAKE
DEVELOPMENT REGULATIONS AMENDMENT NO. 11, 2014**

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. 11, 2014 on the 24th day of March, 2014.
- b) gave notice of the adoption of the Deer Lake Development Regulations Amendment No. 11, 2014 by advertisement inserted on the 29th day of March, 2014 and the 5th day of April, 2014 in the Western Star newspaper.
- c) set the 16th day of April, 2014 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. 11, 2014 on the 5th day of May, 2014.

SIGNED AND SEALED this ____ day of _____, 2014

Mayor: _____
Dean Ball

Clerk: _____
Lori Humphrey

**URBAN AND RURAL PLANNING ACT
RESOLUTION TO ADOPT
TOWN OF DEER LAKE
DEVELOPMENT REGULATIONS AMENDMENT NO. 11, 2014**

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. 11, 2014.

Adopted by the Town Council of Deer Lake on the 24th day of March, 2014.

Signed and sealed this ____ day of _____, 2014.

Mayor: _____
Dean Ball

Clerk: _____
Lori Humphrey

CANADIAN INSTITUTE OF PLANNERS CERTIFICATION

I certify that the attached Development Regulations Amendment No. 11, 2014 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. 11, 2014

BACKGROUND

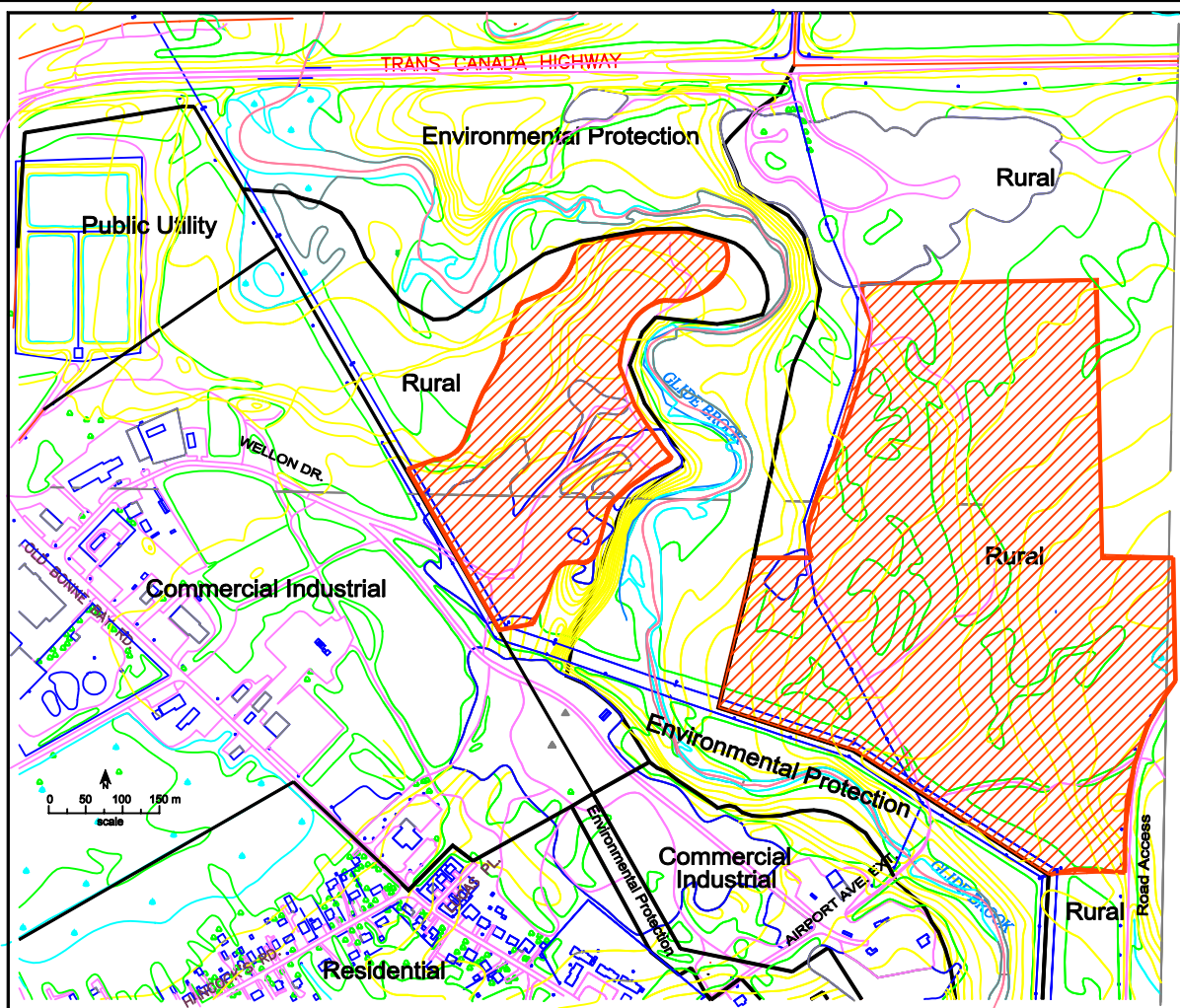
This amendment is designed to comply with Municipal Plan Amendment No. 9, 2014

PUBLIC CONSULTATION

The public consultation process was the same as that for Municipal Plan Amendment No. 9, 2014.

DEVELOPMENT REGULATIONS AMENDMENT

Zoning Map 3 is amended as shown on the attached plan.



Town of Deer Lake
 Municipal Plan
 Future Land Use Map 3
 Amendment No. 9, 2014

 From: Rural
 To: Commercial Industrial

This _____ day of _____, 2014

Dean Ball, Mayor

Lori Humphrey, Town Clerk

I certify that this Municipal Plan amendment for the Town of Deer Lake has been prepared in accordance with the requirements of the Urban and Rural Planning Act 2000:

Arvo McMillan, MCIP

Correspondence

Meeting No. 1273

Date: Monday, May 5th, 2014

No	NAME	REGARDING	CORRESPONDENCE
01	Canadian Diabetes	Deputy Mayors March	Walk same as the Mayors March
02	WRWN	Operational Budget	FYI
03	MAA	Information Letter	FYI
04	Heart and Stroke Foundation	Mayors March	Date?
05	Deer Lake, White Bay Community Advisory Committee	Networking/Partnership Dinner	Lori to check to see who to attend
06	Grand Lake Centre of Economic Development	AGM	Dean Ball, Amanda Freake, Elmo Bingle, Sandra Pinksen, Sheila Mercer, Maxine Hayden
07	Fire and Emergency Services	Firefighting Equipment Application	FYI
08	Procom	Information on Town Suite	Call and set up meeting
09	Royal NL	Nation Day May 9 th at 2:30	Council to attend

Reports

(a) Finance (April 24th, 2014)

2014-0505-04, Finance

Councillor Elmo Bingle/Councillor Sheila Mercer

Resolved that the minutes/recommendations of the Finance Committee Meeting April 24th, 2014 be adopted as presented.

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

In favor 5; opposed 0; abstained 0. Carried

Finance
April 24th, 2014

Councillor Elmo Bingle
Maxine Hayden

NO	Description	Recommendation
1	Elwood Regional High School Provincial Brain Storm	Recommend approval \$25.00

(b) Public Works (April 24th, 2014)

2014-0505-05 Public Works

Councillor Sheila Mercer/Deputy Mayor Pinksen

Resolved that the minutes/recommendations of the Public Works Committee Meeting April 24th, 2014 be adopted as presented.

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

In favor 5; opposed 0; abstained 0. Carried

Public works
April 24th, 2014

Councillor Elmo Bingle
Councillor Shelia Mercer
Maxine Hayden
Dave Thomas

1. Clean -up this year we will only be collecting bulk items furniture i.e.: chesterfields, stoves, hot water tank, fridges refrigerators. The Town will establish a day, people will call in here and we will pick up the items. We will not be picking up demolition items, trees, or grass.
2. Tim Horton's Intersection - we will remove the asphalt and put in a sidewalk. No littering signs will be put up. Business owner to be contacted acknowledging his attention to cleaning up around his property.

3. Nicholsville Road- no parking in front of driveway. The Town will put up the sign but will not enforce it since it is not illegal to stop in front of driveway while waiting for a traffic light.
4. Intersection by Foodland – we will put up some reflective signs. We are in the process of getting more lights in this area.
5. Lines on Road – Public works make this a priority to have lines painted on the road where the traffic pattern has changed.
6. Guard Rail Commerce Street - need to be extended so traffic cannot cut through to road guard rail. Trailer Court road needs to be repaired
7. Mr. Nelson Rowsell has expressed his gratitude that the public works crew took care on his frozen water line this past winter by installing a hose to his neighbors.

(c) Environment and Housing (April 24 th , 2014)

2014-0505-06 Environments and Housing

Councillor Amada Freake / Councillor Elmo Bingle

Resolved that the minutes/recommendations of the Environment and Housing Meeting April 24th, 2014 be adopted as presented with the exception of item number 8 having its own motion.

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

In favor 5; opposed 0; abstained 0. Carried

Mayor Ball excuses himself at 8:04 p.m. because of conflict of interest with item #8. Deputy Mayor Sandra Pinksen takes over the chair.

2014-0505-07 Environments and Housing

Councillor Amada Freake / Councillor Elmo Bingle

Resolved item number 8 of the minutes/recommendations of the Environment and Housing Meeting April 24th, 2014 be adopted as presented.

In Favor: Mayor Dean Ball
 Deputy Mayor Sandra Pinksen
 Councillor Elmo Bingle
 Councillor Amanda Freake

Councillor Sheila Mercer

In favor 5; opposed 0; abstained 0. Carried

Mayor Ball returns to the meeting and resumes the chair.

Environment & Housing

April 24, 2014

Councillor Kerry Jones
 Councillor Amanda Freake
 Maxine Hayden
 Dave Thomas
 Terry Barnes
 Damon Clarke

NO	Address	Description	Recommendation
01	40 Cross's s Lane	New dwelling length 54 width 50 square meter 1900 including garage front yard 30 Rearyard 70 Sideyard 9 and 4	Meets all Town Regulations Recommend approval
02	8 Spruce Street	New dwelling length 60 feet width 32 feet front yard 30 feet Rearyard 87 feet Sideyard 3.5 and 6.5	Meets all Town regulations. Recommend Approval
03	21 Woodford Drive	Mini home length 68 width 16 height 12 front yard 19.68 Rearyard 44 feet	Meets all Town regulations Recommend Approval
04	42 Cross 's Lane	New dwelling length 46 feet width 38 feet front yard 30 feet Rearyard 57 feet Sideyard 20 feet and 31 feet	Meets all Town regulations Recommend Approval
05	35 Woodford Drive	Mini home length 72 feet width 16 feet height 13 feet front yard 24 feet Sideyard 8 feet	Meets all Town regulations Recommend Approval
06	21 Woodford drive	Garage 24 x 24 ten feet from dwelling Sideyard 6 feet	Meets all Town regulations Recommend Approval
07	11 Woodford Drive	Garage 20 x 24 , 20 feet from dwelling 20 feet from back right side 4 feet left side 26 feet	Meets all Town Regulations Recommend Approval
08	38 Cross's Lane	Crown land frontage 74 feet depth 50 feet.	Recommend approval

9	Riverbank Road	Krista Rodger land issue	Defer
10	44 Second Ave.	Magdalene Karason land issue	Private matter between residents
11	Signage		Pending - Work in progress
12	Tax sales	Simms property	Recommend Town do a tax sale
13	Water shut off fee		Public works will prepare a work order ever time it shuts off water
14	Information	D. Warren withdrawing application to operate buy and sell 17C North Main	Information Only
15	30 George Aaron Drive	Second driveway	Recommend approval
16	3 Jacks Place	Permission for storage of cleaning supplies no retail business is permitted at this location	Information only
17	Gatehouse Road	Curtis Powerworks land	Defer set up meeting
18	CMHC	Owen Crossan is wondering if we can promote rent subsidy on our web site	Town can put on our web site but they will have to promote also.

(d) Economic Development (April 2nd and 30th, 2014)

2014-0505-08, Economic Development

Councillor Sheila Mercer/Deputy Mayor Pinksen

Resolved that the minutes/recommendations of the Economic Development Committee Meeting April 2nd and April 30th, 2014 be adopted as presented.

In Favor: Mayor Dean Ball
Deputy Mayor Sandra Pinksen
Councillor Elmo Bingle

Councillor Amanda Freake
Councillor Sheila Mercer

In favor 5; opposed 0; abstained 0. Carried

Economic Development Committee Minutes

Meeting of Wednesday, April 2, 2014

In Attendance	Regrets
Chairperson Sheila Mercer, town councilor	Sandra Pinksen, town councilor
Damon Clarke, Economic Development Officer	Terrilynn Robbins, Deer Lake Chamber of Commerce
Amanda-Marie Hillyard, Heritage Co-ordinator	Terri Gilbert, committee member
	Cyril Kirby, committee member

I. Call to Order

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

II. Old Business

a. Heritage project

There was a brief discussion on the project and its future. Amanda-Marie was planning for a meet and greet between youth and seniors, with an aim to developing a "Grand Friend" program. She is also working on a partnership with the Treehouse Resource Centre.

III. New Business

a. Session with IBRD

The EDO noted that a meeting has been planned for April 14 between committee members and Mayor Dean Ball and representatives from the Department of Industry, Business and Rural Development. There was a discussion on some of the issues to be raised during the meeting with IBRD.

b. Upcoming Meetings

The EDO provided an update of the meetings and other sessions in which he is participating in the coming weeks. These include a supplier development meeting on April 3 in Corner Brook, a stakeholder session with the Western DMO, faculty representatives at Grenfell College who have expressed an interest in the proposed underwater log salvage project, on April 14, and a training session on proposal writing, set for April 16.

c. Tourism Promotion

There was a discussion on the need for an interim measure aimed at tourists coming through Deer Lake in the upcoming 2014 tourism season. It was felt there needs to be a document placed at hotels, restaurants, gas bars, etc., outlining things to see and do in the Deer Lake area. This will be produced in-house and taken to an outside printer. The plan is to have this ready for the summer season.

d. Snowmobile Hub

There is still a plan to hold a tourism development workshop. The EDO is waiting for input from the Department of Tourism about the content of the session.

IV. Goodwill

V. Next Meeting

The next meeting will be held Wednesday, April 30, 2014

VI. Adjournment

Meeting Adjourned at 11:30 am.

Economic Development Committee Minutes

Meeting of Wednesday, April 30, 2014

In Attendance	Regrets
Chairperson Sheila Mercer, town councilor	Sandra Pinksen, town councilor
Damon Clarke, Economic Development Officer	
Amanda-Marie Hillyard, Heritage Co-ordinator	
Terrilynn Robbins, Deer Lake Chamber of Commerce	
Terri Gilbert, committee member	
Cyril Kirby, committee member	

I. Call to Order

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

II. Old Business

a. Heritage project

There are a variety of events planned with the project aim of bringing together seniors and youth. Co-ordinator Amanda-Marie Hillyard has arranged for some local high school students to interview selected seniors; to have the Treehouse Resource Centre take part in visits to Deer Lake Manor; to establish a community garden with seniors providing guidance to young people; a fly-tying workshop and a knitting and crafting circle. She has also created a heritage Facebook page and is planning another heritage celebration for the first week of June.

b. Land in Glide Brook area

The EDO brought the committee up to date regarding the recent meeting with IBRD. Since then, he has met with Stewart Read, who provided some suggestions to incorporate into the engineering study. In addition, there was a teleconference with several representatives of BAE-Newplan, who have agreed to provide some guidance in preparing the funding applications to be submitted to ACOA and IBRD.

c. United Way Funding Proposal

The deadline is May 16 for this submission. The proposal is 90% completed and the EDO is waiting for some additional information to complete the application.

d. Training

The EDO took part in a workshop about how to create GPS-triggered smartphone apps for walkers. Instruction was provided in how to create the app and incorporate interviews, video and photos. It is hoped that a smartphone app can be created for Deer Lake walking trails and other tourist attractions.

e. Snowmobiling Video

The committee viewed the new video, which was created by Ernesto Fuentes of myVid. Everyone was pleased with the video and final work will be completed on it shortly. This video can then be put on the town web site and used at trade shows, conferences, etc.

III. New Business

a. Retail Development

The committee will begin considering the development of a retail area in the community. In future meetings, the committee will have discussions on specific pieces of land that could be developed.

b. Tourism brochure

There was considerable discussion on the content of a brochure being developed for the tourism season. The brochure, entitled "Things to See and Do in Deer Lake," features photos and text and is intended to be placed at accommodations operators, restaurants, gas bars, visitors centres, etc.

c. Stewardship Association of Municipalities (SAM), May 2-3, Hawkes Bay

The EDO will be attending these meetings on behalf of the town.

IV. Goodwill, Other Issues

a. Make-up of Economic Development committee.

There was a general discussion on the make-up of the Economic Development Committee. If this is to be a committee of council, the membership should be councilors and staff only. A group with an arm's length relationship could serve as an Advisory committee and include members other than councilors and staff. The group feels the latter is needed and if this is the case, more members representing the business community should be recruited.

V. Next Meeting

The next meeting will be held Wednesday, April 30, 2014

VI. Adjournment

Meeting Adjourned at 11:30 am.

(e) 911 Information (April 16 th , 2014)

Province Wide 911 presented By Fire Emergency Services

- Councillor Sheila Mercer and Town Clerk attended.
- Basic 911 will be implemented by the end of 2014
- The "Next Generation 911" will be a few years down the road
- 3 Call Bases now – Corner Brook, Labrador and St. John's
- The ones in Labrador and St. John's will remain the same but the one on Corner Brook will be run by a new company not yet determined.
- All cell phones have 911 now.
- 911 transfer you to the department you need, they do not dispatch.
- The 911 person will stay on the phone to ensure that the message is passed on
- If for some reason the person calling cannot get the message to across the 911 employee will try to help
- The dispatch system that a municipality has in place now will not change.
- User levy fee on all landlines and cell phones \$1 per month
- Call centre may provide dispatch for an extra cost, depends on the company that takes it over.
- Some bigger communities dispatch for smaller ones.

**COMMUNITY IMPROVEMENTS COMMITTEE
MINUTES OF MEETING
APRIL 9, 2014**

ATTENDANCE: Amanda Freake, Ivy Cassell, Glynn Wiseman, Sandra Perry

Absent: Jean Young, Bonnie Beattie

MINUTES OF MARCH 19TH Meeting were reviewed.

BUSINESS ARISING:

BUDGET: Glynn reviewed the Standard Budget as provided by Council. Discussion centered around the utilization of that budget which usually takes care of Student wages, supplies (such as gas) and equipment repairs, etc. Glynn also informed the Committee of the Grants, etc. which have been applied for noting that to date he has heard back from only (1).

JOINT MEETING: Amanda advised that on April 16th she will be attending a meeting with United Way regarding their position regarding funding for Community "Wellness" Projects.

BOLOUS PLACE: It was agreed that for this summer, once the snow has melted and an assessment can be done, that we would consider top soil and seeding. In due course, we would meet with the residents to advise them of other possible projects for that area.

LOG RECOVERY PLACEMENT: It was suggested that the Town put out a Tender Call for the removal of old logs and other large debris which will have washed ashore since last fall.

HANCOCK'S ROAD AT FIFTH AVENUE AND THE CIRCLE AT CHURCH STREET: It was decided to keep these items on the Agenda for discussion and updates until the projects are completed.

BEAUTIFICATION OF OTHER AREAS: Discussion centered around the Councillor-Over-A-Barrel Project and the other Flower Barrels and Boxes that are placed at other locations including the Town Office, Pride of The Town location, Deer Lake Park and the Gazebo. It was suggested that we seek quotes from various gardening centers in the area. It is still recommended that we make this a "photo op" with the Councillors.

TREE PLANTING: Since the first week of June is usually observed as Canada Environment Week,

it was agreed that the Committee would adopt the annual date of June 5 as Tree Planting Day. We will scout out possible locations where this could be best applied.

NEW BUSINESS; Amanda advised that she has learned that “North Face Explore” is advertising that it has funding available for certain recreation projects. She is going to check into this.

ADJOURNMENT: The next meeting is scheduled with the Joint Committees to be held on April 23 at 10:30 am at the Council Office.

(i) Community Improvement (April 16 th , 2014)

Report From: Public Works Superintendent David Thomas
Prepared For: Council & Management Team
Date Prepared: May 2, 2014
Timeframe: April 14, 2014- May 2, 2014

Road:

- Patching
- Clearing snow from ditches and culverts
- Repaired broken signs
- Repaired guiderail
- Shouldering
- Repaired sunken manholes on Main Street and High Street
- Swept off sidewalks

Water:

- Clean filters
- Repaired broken waterline on High Street and Gatehouse Road
- Repaired broken fire hydrant and raised hydrant
- Water line hookup on Cross' Road

Sewer:

- Dug up and repaired Manhole on Devon Road
- Sewer line hook up on Cross' Road

Snow:

-

Building Maintenance:

- Electrical Repairs at lift stations, filtration plant, recreation complex, and depot

Misc :

- 3 employees on a 2 day training course

(g) Action Report (April 16th, 2014)

Action Report

#	Date Added	Item	Department	Individual to Complete Task	Task	Date Completed or Follow Up
1	25-Mar	Roads by School	PW	Maxine/Dave	Set up meeting with schools council to on Friday	Met with School council after Easter break
2	25-Mar	LSD St.Jude's	Admin	Maxine	Contact contractor on dumpster/send bill for fire services after talking to John	Contacted contract - follow up March 25th
3	25-Mar	Register someone for NL Occupational Health and Safety conference	Admin	Lori	Will register someone as soon as council advises who will go	Lori to attend
4	14-Apr	Attend Sam	Economic Development	Damon	Register and attend Sam	Damon to attend
5	14-Apr	Mrs. Dennis Drive way sign	PW	Dave	Post "Block Driveway" Sign and put line on road	Done - Sign up
6	14-Apr	Appreciation Dinner	Council	Lori	Arrange lunch	To be complete on May 7
7	14-Apr	AP	Admin	Lori	Pay AP	Done

8	14-Apr	Paving Langdon's Ave	PW	Dave	Get estimate	Dave has estimate - to go back to PW/Finance
9	14-Apr	Half Load Limit	Admin	Lori/Dave	Send out Half Load Limited and put up notices and signs	Done - Letter sent April 16/ signs up
10	14-Apr	Gymnastics Ceiling	PW	Maxine	Set up meeting with Gymnastics	
11	14-Apr	Royal K9	Finance	Maxine	Pilot project going to finance for approval	
12	14-Apr	Signs	Policy	Terry/Damon	Meet with Policy Committee to develop policy regarding signs	
13	14-Apr	Meeting with MA regarding St.Jude's	Admin	Maxine	Set up meeting ASAP	Meet with MA, waiting for results from St.Jude's election
14	Past	Salary Scale	Admin		Set salary scale for all non-union employees	
15	Past	Job descriptions	Admin		Non-union employees would like updated job descriptions	

Adjournment

2014-0505-09, Adjournment

Councillor Sheila Mercer/ Deputy Mayor Sandra Pinksen

Resolved that since there is no further business that the meeting adjourns at 8:45 pm with the next regularly scheduled meeting set for Wednesday May 21th, 2014 at 7:30 pm.

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

In favor 5; opposed 0; abstained 0. Carried



Mayor Dean Ball



Lori Humphrey, Town Clerk