

Minutes of the regular meeting of council held Monday, February 23<sup>rd</sup>, 2015 No. 1288 held in Council Chambers, 6 Crescent Street, Deer Lake, NL.

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

Also in attendance: Town Manager, Maxine Hayden  
Administrative Assistant, Christa Jones

Absent Town Clerk, Lori Humphrey

Gallery: Bill Hayden

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

2015-0223-01, Minutes No. 1287

Deputy Mayor Sandra Pinksen / Councillor Elmo Bingle

Resolved that the minutes of regular meeting of council, No. 1287 held Monday, February 9<sup>th</sup>, 2015 be adopted as presented.

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

In favor 7; opposed 0; abstained 0. Carried

Correspondence

Meeting No. 1288  
Date: Monday, February 23, 2015

| No | NAME             | REGARDING           | CORRESPONDENCE |
|----|------------------|---------------------|----------------|
| 01 | Department of MA | Proposed Amendments | FYI            |

|    |                           |                          |     |
|----|---------------------------|--------------------------|-----|
| 02 | Department of MA          | Fiscal Framework         | FYI |
| 03 | Department of Environment | Water Quality Report     | FYI |
| 04 | Hospitality NL            | Emails                   | FYI |
| 05 | MNL                       | INFO Notes               | FYI |
| 06 | Gov NL                    | Pre-Budget Consultations | FYI |

New Business

Discussion on Waste Management

**Reports**

|             |
|-------------|
| (a) Finance |
|-------------|

2015-0223-02, Finance Report

Deputy Mayor Sandra Pinksen / Councillor Elmo Bingle

Resolved that the minutes/recommendations of the Finance Committee Meeting February 19<sup>th</sup>, 2015 be adopted as presented.

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

In favor 7; opposed 0; abstained 0. Carried

Finance  
February 19, 2014

Deputy Mayor Sandra Pinksen  
Councillor Elmo Bingle  
Maxine Hayden

| NO | Description                                | Recommendation             |
|----|--|----------------------------|
| 01 | Firemen's ball 2014 expenses               | Defer for more information |
| 02 | SNC Lavlin Kings Lane \$843.15             | Recommend approval         |
| 03 | SNC Lavlin Lakeside Drive \$1,215.03       | Recommend approval         |
| 04 | Marine Contractors Kings Lane \$101,946.02 | Recommend approval         |
| 05 | Accounts Payable \$17,144.75               | Recommend approval         |

(b) Public Works

2015-0223-03, Public Works

Councillor Elmo Bingle/Councillor Sheila Mercer

Resolved that the minutes/recommendations of the Public Works Committee Meeting February 19<sup>th</sup>, 2015 be adopted as presented.

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

In favor 7; opposed 0; abstained 0. Carried

Public Works  
February 19, 2014

Councillor Elmo Bingle  
Councillor Shelia Mercer  
Deputy Mayor Sandra Pinksen  
Maxine Hayden  
Dave Thomas  
Damon Clarke

| Date | Description                        | Recommendation  |
|------|------------------------------------|---|
| 01   | Industrial Park                    | Defer to superintend for input of water and sewer location  |
| 02   | Water Thawing                      | Recommend that we rent our equipment for \$50.00 to a plumber the home owner can have them do work. Any damages to our equipment will have to be recovered. |
| 03   | Water line break Nicholsville Road | Recommend that we schedule it for weekend of February 28, 2015 depending on weather.  |
| 04   | Snow clearing 25 Wight Road        | Recommend operators blow in front when operating in that area.  |
| 05   | Water Meter                        | Defer for more information  |
| 06   | Snow Clearing                      | Superintendent will supply list of streets that have been done to Town Manager.   |

2015-0223-04, Parks and Recreation

Councillor Jean Young /Councillor Kerry Jones

Resolved that the minutes/recommendations of the Parks and Recreation Committee Meeting February 5<sup>th</sup>, 2015 be adopted as presented.

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

In favor 7; opposed 0; abstained 0. Carried

**Parks & Recreation Committee**

Deer Lake Parks & Recreation Committee meeting.

Feb 5-2015

**In Attendance:**

Councilor- Jean Young  
Councilor- Sheila Mercer  
Councilor- Kerry Jones  
Glynn Wiseman  
Junior Pinksen

**Stadium**

- Heat recovery project is well underway with a few minor setbacks to the project is scheduled for completion and commissioning for end of February.

**Other**

- Tim Hortons Deer Lake Winterfest 2015 schedule is started and we are excited about 11 days of activities and hope the residents enjoy.
- The Committee is recommending renting a space to Labatt's to display a quad in a promotion they are running in the arena.
- The Town of Deer Lake is also registered in the 30 Day community challenge in April. This is in conjunction with Recreation Newfoundland and Labrador and keeping our community active. More information on this event will be brought forward in next meeting.
- The Recreation Committee feels it very important that we consider a multi-purpose complex in the Town of Deer Lake next 10 year plan. We feel as a

committee that looking at the possibility of a new town hall could be included in a multi-purpose complex and we could possibly utilize the extra energy from the current retrofit here at the Hodder. We also realize that the current location is in the heart of the Town and should stay there. We would like to work side by side with the economic committee in making this a reality.

|                          |
|--------------------------|
| (d) Economic Development |
|--------------------------|

2015-0223-05, Economic Development

Councillor Sheila Mercer / Deputy Mayor Sandra Pinksen

Resolved that the minutes/recommendations of the Economic Development Committee Meeting February 18<sup>th</sup>, 2015 be adopted as presented.

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

In favor 7; opposed 0; abstained 0. Carried

**Economic Development Committee Minutes**

Meeting of Wednesday, February 18, 2015

| <b>In Attendance</b>                       | <b>Regrets</b>                                   |
|--|--|
| Chairperson Sheila Mercer, Town Councilor  | Sandra Pinksen, Deputy-Mayor                     |
| Terri Gilbert, committee member            | Terrilynn Robbins, Deer Lake Chamber of Commerce |
| Walter Dominie, committee member           |  |
| Roseann White, committee member            |  |
| Cyril Kirby, committee member              |  |
| Damon Clarke, Economic Development Officer |  |

**I. Call to Order**

The meeting was called to order at 9:05 am.

## **II. Old Business**

### **a. Snowmobile Tourism Workshop**

The invitations were sent out to 110 potential participants on Feb. 18 and the response has been good so far. The organizing committee is planning for 80 participants in the March 12 event.

### **b. Deer Lake Development Corporation By-Laws**

The EDO has sent the draft by-laws to the James Goudie Law Office. We are currently waiting for him to review the document and come back with any suggested changes.

### **c. Humber Valley Region**

We are still waiting for Corner Brook Mayor Charles Pender to respond to Mayor Dean Ball's letter of Feb. 4, requesting that the City participate in efforts with the town and other partners to brand the region the "Humber Valley." The hope is that we will receive a positive response and can then make plans to convene a meeting to get the initiative started.

## **III. New Business**

### **a. Planning Ahead**

There was a lengthy discussion on the need for the committee, as part of a broader council process, to establish priorities for the coming years. The EDO shared with committee members the 2009 Integrated Sustainability Plan (ISP) for the town. It was agreed that at the next regular meeting, the committee will set a date and place to conduct an off-site, half-day review of the ISP, which will serve as the foundation going forward. It was noted that some of the priorities outlined in the 2009 ISP have been achieved, while others are still works in progress.

## **IV. Land Issues**

### **a. V&J Tectonics re-zoning application**

The amendment to the town's development regulations have been registered with the provincial government and have appeared in the *Newfoundland Gazette*, which brings the town's obligations in the process to an end. It is anticipated that the proponent will be required to proceed with an environment assessment of the proposed development.

### **b. Industrial Park Study**

The EDO reported that the study is just about complete. Atlantic Engineering Consultants have sent an updated site plan and they now have to complete minor touch-ups and a final detailed review before the study is completed.

## **V. Other Issues for Discussion**

There were none.

## **Next Meeting**

March 4, 2015, 9 am

## **VI. Adjournment**

The meeting was adjourned at 10:45 am.

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| (e) Public Works Superintendent Report |
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Report From: Public Works Superintendent David Thomas  
Prepared For: Council & Management Team  
Date Prepared: February 20, 2015  
Timeframe: January 26, 2015 – February 20, 2015

### Road:

### Water:

- Clean filters

### Sewer:

### Snow:

- Plowing snow
- Clearing sidewalks
- Cleaning out hydrants
- Widening roads

### Building Maintenance:

- Electrical Repairs in Recreation complex and lift stations
- Work at Gymnastics building

### Misc :

- Cleared snow on field for rink
- Clear snow at Schwartz Field
- Clear snow at Cemetery

(f) Town Manager Action Report

Town Manager Action Report for  
Meeting No. 1288  
February 20, 2015

| No | item                    | Dept. | Person responsible | Task/request   |
|----|-------------------------|-------|--------------------|--|
| 1  | Discounts taxes         | Admin | TM                 | New statements have been mailed out letting people know deadline for discount is February 27, 2015, posted on our web site and on board. |
| 2  | Catholic Women's League | Admin | TM                 | Emailed to let them know we will place ad in cook book   |
| 3  | Snow clearing routes    | Admin | TM                 | Routes emailed to Council on February 16, 2015   |
| 4  | Tender                  | Admin | TM                 | Ad for equipment for sale by Town has been advertised closing date March 04, 2014.   |
| 5  | Wights Road             | Admin | TM/Admin Asst.     | Information has been forwarded to Municipal Assessment Agency  |
| 6  | Xavier                  | Admin | TM                 | Letter send regarding meeting they are looking at March 2, 2015 will let me know time.   |
| 7  | Human Resources         | Admin | TM                 | Ms May has met with the majority of the non Union staff  |

(g) Action Report

| <b>Action Report</b> |            |                 |        |                             |  |                                     |
|----------------------|------------|-----------------|--------|-----------------------------|--|-------------------------------------|
| #                    | Date Added | Item            | Depart | 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 | Maxine waiting to hear back on date |



|   |          |                      |         |           |   |   |
|---|----------|----------------------|---------|-----------|---|---|
| 2 | Dec 15th | Occupancy Permits    | E & H   | Damon     | Staff to work on developing                                   | Damon and Christa need to find time to look into this; research done                                |
| 3 | Jan 12th | Construction Permits | E & H   | Damon     | Contact other Municipalities on what they do                  | Damon gathered info, met with Keith to discuss  |
| 4 | Jan 12th | Darren Brake         | E & H   | Damon     | Send letter regarding offer and changes requested to contract | No response; have since received Request for Information, likely from KSAB                          |
| 5 | Jan 12th | Ditch behind Kenny's | PW      | Dave/Lori | Contact Contractors, get prices, send letter to residents,    | Will be waiting until spring  |
| 6 | Jan 12th | Bio Max Water Meter  | PW      | Dave      | More information needed to be presented at next meeting       | Gone to PW meeting  |
| 7 | Jan 12th | Scrubber             |         | Glynn     | purchases   | Glynn is still checking out prices  |
| 8 | Jan 12th | John Dinney Glass    | Finance | Lori/John | John to bring in receipt                                      | Paid  |
| 9 | Jan 12th | Nichols Landing      | E & H   | Damon     | Meeting with Mr. Nichols about phase 4 of Nichols Landing     | Tried to set up meeting for Feb. 20 but he is out of town. Will schedule meeting when he gets back. |

|    |          |                     |       |             |   |  |
|----|----------|---------------------|-------|-------------|---|--|
| 10 | Jan 12th | Quarry Permits      | E & H | Damon       | Yearly Permits for operation of quarries, EDO to speak with one which is not approved | Still waiting to meet with operator  |
| 11 | Jan 12th | Regency Mgt.        | E & H | Damon/Dave  | Concerns on sewage, set up meeting  | Dave/Damon spoke with him by phone; E&H committee deferred decision until council can discuss density concerns |
| 12 | Jan 12th | Lush's Land         | E & H | Damon       | Need clarification on exactly what land this is                                       | Damon and Christa met; will determine a suggested price for the land   |
| 13 | Jan 12th | Water Line Policy   | PW    | Dave        | Contact other Municipalities on what they do  | Gone to PW meeting   |
| 14 | Jan 12th | AVL                 | PW    | Dave        | Installed on all vehicles   | Done   |
| 15 | 9-Feb    | PMA Conference      | Admin | Lori        | Register Town Clerk   | Done   |
| 16 | 9-Feb    | PMA Donation        | Admin | Lori        | Pick up Gift  |  |
| 17 | 9-Feb    | Catholic Women's Ad | Admin | Lori        | Send in Ad  | Done   |
| 18 | 9-Feb    | Discount Date       | Admin | Christa/Pat | Advertise Extension on Discount date and reimburse all the has paid                   | Done   |

|    |       |                              |                   |                |  |  |
|----|-------|------------------------------|-------------------|----------------|--|--|
| 19 | 9-Feb | Tax Adjustments              | Admin             | Maxine/Christa | Do tax adjustments   | Done                                       |
| 20 | 9-Feb | AP                           | Admin             | Lori/Leslie    | Pay AP   | Done                                       |
| 21 | 9-Feb | Dispatch System              | Fire Depart       | Maxine/Lori    | Pay Invoice  | Need invoice - get from John               |
| 22 | 9-Feb | Letter for Residents         | Admin/Enforcement | Lori/Keith     | Generic Letter   | Done                                       |
| 23 | 9-Feb | Whites Rd                    | PW                | Maxine         | Request that MAA Visit that area                               | Send request                               |
| 24 | 9-Feb | Sewer Line                   | PW                | Maxine         | Inform resident that property is capable of water sewer hookup | Done                                       |
| 25 | 9-Feb | Horizontal Drilling          | PW                | Maxine         | Let Bae know that we are proceeding for call for Tender        | Done                                       |
| 26 | 9-Feb | Leak Nicholasville Rd        | PW                | Dave           | Schedule time to fix leak, talk to business owners             | Scheduled                                  |
| 27 | 9-Feb | New Loader                   | PW                | Dave           | Call to see if we can get loader earlier                       | Done - rental until we get need one        |
| 28 | 9-Feb | Snow clearing Route          | PW                | Dave/Maxine    | Get routes for Councillor's                                    | Done                                       |
| 29 | 9-Feb | Update on Gymnastic building | PW                | Dave/Maxine    | What do they have done   | Windows done, insulating beam now          |
| 30 | 9-Feb | Gymnastic                    | Admin             | Lori           | How did the athletes do in ST. John's                          | Email sent to Mandy, waiting to hear back. |

Adjournment

2015-0223-06, Adjournment

Deputy Mayor Sandra Pinksen

Resolved that since there is no further business that the meeting adjourns at 8:17pm with the next regularly scheduled meeting set for Monday, March 9<sup>th</sup>, 2015 at 7:30 pm.

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

In favor 7; opposed 0; abstained 0. Carried



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Mayor Dean Ball



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Christa Jones, Administrative Assistant