

Minutes of the regular meeting of council held Monday, March 23rd, 2015 No. 1290 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
Councillor Amanda Freake
Councillor Sheila Mercer
Councillor Jean Young

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

Absent: Town Clerk, Lori Humphrey

Gallery: Bill Hayden

Regular meeting of council called to order at 7:35pm by Mayor Dean Ball.

2015-0309-01, Minutes No. 1289

Deputy Mayor Sandra Pinksen / Councillor Elmo Bingle

Resolved that the minutes of regular meeting of council, No. 1289 held Monday, March 9th, 2015 be adopted as presented.

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

In favor 7; opposed 0; abstained 0. Carried

Business Arising

Council to send back to Parks & Recreation Committee for a new date for the 2016 Deer Lake Day for approval at next council meeting.

Correspondence

Correspondence

Meeting No. 1290

Date: Monday, March 23, 2015

No	NAME	REGARDING	CORRESPONDENCE
01	Community Sector Council	Volunteer week April 12 - 18, 2015	
02	Connie Reid Town of Reidville	Enforcement of Animal Health and Protection Act	FYI
03	Cdn Corps of Commissionaires	Reliable Municipal Services	FYI
04	Fire and Emergency Services	Fire Protection Vehicle Program	FYI
05	Municipalities NL & Labrador	Municipal Awareness Day	FYI
06	Western Health	Mental Health Week Activity Grants	May 3 - 9, 2015

Note:

1. Councillor Young will apply for grant for Volunteer week with the Parks & Recreation committee.
2. Get our Municipal Enforcement Officer to check out the regulations for item #2
3. Contact school regarding Municipal Awareness Day

2015-0323-02, New Business

Councillor Elmo Bingle/ Deputy Mayor Sandra Pinksen

Be it resolved that the Town of Deer Lake gives approval to apply for JCP funding for an Events Coordinator for a 52 week term.

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

Councillor Sheila Mercer
Councillor Jean Young

In favor 7; opposed 0; abstained 0. Carried

Reports

(a) Finance

2015-0323-03, Finance

Deputy Mayor Sandra Pinksen / Councillor Elmo Bingle

Resolved that the minutes/recommendations of the Finance Committee Meeting March 18th, 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
March 18, 2015

Deputy Mayor Sandra Pinksen
Councillor Elmo Bingle
Councillor Jean Young
Maxine Hayden

NO	Description	Recommendation
01	Deer Lake Pee Wee A Team donation	Recommend donation of \$25.00
02	Funding force main Shortfall of approximately \$97,000.00	Recommend we write a letter to Government and our MHA seeking funding for this project rather than agreed to fund the entire shortfall.
03	Daffodil days	Defer to Council to see if anyone would like to purchase daffodils
04	Stewardship Annual General Meeting Flat rock May 22-23	Check see if anyone from

		Council would like to attend. Councillor Bingle can attend
05	Tax adjustments (a) exemption 60 Middle Road taxes \$1,153.00 exemption \$1,003.00 (b) 6A Evans Lane land (c) 38 Grace Ave extra water and sewer	Recommend approval of exemption for 60 Middle Road Defer 6A Evans Lane for more information. Defer 38 Grace for more information.
06	Fire department discussion with the fire chief regarding their fundraising they use the money to purchase caps, shirts, uniforms, equipment , donate to muscular dystrophy	Recommend pay \$3,500.00 Will need to be reviewed to see if needs to be increased.
07	Accounts Payable \$35,527.44	Recommend approval of \$31,874.09
08	GIC Scotia Bank	Defer check rates at other banks
09	Cemetery copy of revenue and expenses for 2014	Recommend approval of donation for 2015

Note: Staff to collect an order from council / staff to support daffodil days.

(b) Environment and Housing

2015-0323-04, Environment and Housing

Councillor Kerry Jones/Councillor Sheila Mercer

Resolved that the minutes/recommendations of the Environment and Housing Committee, with the addition of an approval for an increase in Taxi Drivers License Fee to \$25, meeting March 16th, 2015 be adopted as presented.

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

In favor 7; opposed 0; abstained 0. Carried

Environment & Housing Agenda
Monday, March 16, 2015, 10 am

No	Name	Address	Description	Action
.				
General Repairs				
		60 Trans Canada Highway	Flooring, general repairs	Permit issued
New Residential				
Accessory Buildings				
Commercial Construction				
New Business Permits				
	The Clothing Line		Home-based clothing business	Advertisement appeared in Feb. 26 edition; no objections, permit issued
Other Issues				
	KSAB		Registered letter sent regarding future development as per agreement	Letter was received; no response by Feb. 9; EDO to meet with town lawyer for help in drafting letter
	Regency Management		Seeking Crown Land to erect new apartment building	Discretionary use in a residential zone; was advertised, no objections, town signed municipal approval form
	Clyde Foote		Wants town to support his application to build cabin in watershed	Rejected
	NCL Holdings Ltd.	George Aaron Drive	Seeking Approval to proceed with new	Approved

			subdivision, parcels 1 and 2	
	NCL Holdings Ltd.		Quarry Permits	Council signed municipal approval form

(c) Parks and Recreation

2015-0323-05, Parks and Recreation

Councillor Jean Young /Councillor Kerry Jones

Resolved that the minutes/recommendations of the Parks and Recreation Committee Meeting March 3, 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

March 20-2015

In Attendance:

1. Councillor- Jean Young
2. Councillor- Sheila Mercer
3. Councillor- Kerry Jones
4. Glynn Wiseman
5. Junior Pinksen

- We are hoping to put out a 30 day “Find your Fit “Calendar to the community through a mail out by the 1st of April. The goal is to have an activity listed each day through partnerships and existing programs that already exist in the community. We will also have new activities as well those we want council to take the lead in.
- I have spoke to the Vera Perlin Association regarding the letter they sent to council and we both have decided on agreement that works well for both parties.

- In regards to the letter sent Mayor and councilors from the Deer Lake Minor Hockey Association we feel as a committee to continue on with the current agreement that is in place. We have contacted a number of centers from across the province regarding canteens ran by operators and Minor Hockey Associations about hospitality rooms to recommend staying status quo.

Note:

1. Swim for hope is this weekend coming on March 27th, 8pm – 8am
2. There was some discussion of the recent swimming registration and council agrees with current process despite the small number of complaints.

(d) Public Works

2015-0323-06, Public Works

Councillor Elmo Bingle /Councillor Sheila Mercer

Resolved that the minutes/recommendations of the Public Works Committee Meeting March 18, 2015 be adopted as presented.

Amendment

Councillor Elmo Bingle /Councillor Sheila Mercer

Resolved that the minutes/recommendations of the Public Works Committee Meeting, deferring item #1, March 18, 2015 be adopted as presented.

Councillor Sheila Mercer excused herself from the meeting at 8:30pm.

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

Not in Favor: Councillor Jean Young

In favor 5; not in favor 1; abstained 0. Carried

Public Works
March 18,2015

Councillor Elmo Bingle

Councillor Shelia Mercer
 Councillor Amanda Freake
 Maxine Hayden
 Dave Thomas
 Keith Park

Date	Description	Recommendation
01	Water Thawing we have tried our system on a couple of the newer homes with success, it will work on copper and plex lines but not on old galvanized lies. In cold temperatures if water is left in tank it could freeze and burst if not drained properly	The town workers would be responsible for the use of our machine. They would have to pay a fee of \$50.00. The home owners would be required have a plumber on site. The home owner would have to sign a waiver saying Town is not responsible for any damages.
02	Update gymnastics	The insulation is done, windows are done still waiting on more information from gymnastics on the porch. Recommend we ask for a copy of their financial statement.
03	Spring cleanup	Recommend that we do a spring cleanup this year.
04	Traffic regulations.	Recommend approval of regulations with fines listed.
05	Parking Church , Crescent Spruce	Recommend we draft up letter for Church regarding parking and access for emergency services. Get some more signs posted for No Parking has the New sign posted on Top.

Note:

1. Check with other Towns to check their policy on water thawing equipment
2. Gymnastics has a new committee, set up meeting
3. Municipal Enforcement Office should set up meeting with Fire Chief and United Church Minister regarding parking

(e) Economic Development

Economic Development Committee Minutes

Meeting of Wednesday, February 18, 2015

In Attendance	Regrets
Chairperson Sheila Mercer, Town Councillor	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

Event planning is nearing the final stages and it appears there will be a good response to the event. Of the 110 invitations sent out, approximately half are expected to attend the workshop.

b. Deer Lake Development Corporation By-Laws

The EDO will meet with the James Goudie Law Office next week to implement suggestions made by Mr. Goudie.

c. Humber Valley Region

Aside from a one-line letter of acknowledgement, the town has not yet heard back from Corner Brook Mayor Charles Pender with a formal response 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."

III. New Business

a. Planning Ahead

The EDO shared with committee members the 2009 Integrated Sustainability Plan (ISP) for the town. The ISP laid out goals for the town relative to several different sectors. This will serve as a starting point for future planning, as many of the goals outlined are still relevant. At the conclusion of the regular meeting, committee members began the planning process by discussing economic development goals related to tourism. Plans were made to utilize the next scheduled meeting as an off-site planning meeting.

IV. Other Issues for Discussion

There were none.

Next Meeting

March 18, 2015, 1 pm (planning meeting at Holiday Inn Express).

V. Adjournment

The meeting was adjourned at 11:12 am.

(f) Economic Development

2015-0323-07, Economic Development

Councillor Amanda Freake /Councillor Kerry Jones

Resolved that the minutes/recommendations of the Economic Development Committee Meeting March 3, 2015 be adopted as presented.

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

In favor 6; opposed 0; abstained 0. Carried

Economic Development Committee Minutes

Meeting of Wednesday, March 3, 2015

In Attendance	Regrets
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	

VI. Call to Order

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

VII. 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.

VIII. 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.

IX. 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.

X. Other Issues for Discussion

There were none.

Next Meeting

March 4, 2015, 9 am

XI. Adjournment

The meeting was adjourned at 10:45 am.

(g) Snowmobile Tourism Workshop Report
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Snowmobile Tourism Workshop March 12, 2015

Final Report

The workshop was preceded the day before by a half-day snowmobile run from Deer Lake to the Sinkhole. Participants were guided by members of the Junction Trail Blazers Snowmobile Club. They were first taken on a tour of the town snowmobile trail before heading north for their destination. This ride demonstrated to participants the strategic importance of the trail and the key location of the town vis-a-vis snowmobile tourism attractions.

Despite poor weather conditions, the workshop itself was attended by 50 people. About 30 of those who were unable to attend took the time to send e-mails explaining the reasons for their absence and to request that any relevant information be shared with them.

There were four workshops on the following topics:

- Packaging for Snowmobile Tourism;
- Risk Management for Snowmobile Tourism;
- Business/Economic Opportunities Related to Snowmobiling and
- Becoming Snowmobile-friendly

In addition, there was a lunch time panel discussion on national, provincial and local challenges and opportunities to developing the snowmobile tourism Industry.

During and after the workshop, many participants indicated they were very pleased with the content of the event. In the days since the workshop, several people have volunteered to become involved with sub-committees that were proposed, including those dealing with training and certification of guides and marketing and promotions.

The event cost some \$10,000 to stage, with most of those funds being provided by provincial government funding partners. The challenge now is to maintain this momentum and it is expected there will be a final meeting of the organizing committee to determine future steps.

One of the first steps will be to share the presentations and meeting notes with all 110 people who were invited to the workshop. This was done on March 20.

(h) Town Manager Action Report

Town Manager Action Report for
Meeting No. 1289
March 20, 2015

No	item	Dept.	Person responsible	Task/request
1	Deer Lake Airport annual general meeting	Admin	TM	Meeting attended by Mayor Ball, Councillor Bingle and Town Manager
2	U Rock Awards	Admin	TM	Information passed on
3	Don Downer	Admin	TM	Confirmed for April 27m, 2015 at 6:30 P.M.
4	Deer Lake Minor Hockey Association	Admin	TM/Rec.	Deferred to Recreation for review
5	Swim for Hope	Admin	TM/Rec.	Deferred to recreation this year they are following the Cancer Society hours 8:00pm to 8:00am

(i) Public Works Superintendent Report Manager Action Report

Report From: Public Works Superintendent David Thomas
 Prepared For: Council & Management Team
 Date Prepared: March 20, 2015
 Timeframe: March 4, 2015- March 20, 2015

Road:

- Patching
- Cleared snow from ditches and catch basins

Water:

- Clean filters
- Thawed frozen water lines
- Ran hoses to residents with frozen lines

Sewer:

- Fixed sewer plug Middle Road
- Thawed frozen sewer
-

Snow:

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

Building Maintenance:

- Electrical Repairs in Recreation complex Depot
- Work at Gymnastics building

Misc :

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(j) Action Report

Action Report						
#	Date Added	Item	Depart	Individual to Complete Task	Task	Date Completed or Follow Up
1	25-Mar	Roads by School	PW	Maxine/Dave	Follow up- get estimate on moving pole and fire hydrate and installing culvert.	Waiting on NL Power for pole quote Hydrant aprox. \$5000 to move
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; put rush on this. Wants done before construction season.	other Municipalities contacted, Damon working with Keith to pass on these duties to him
4	Jan 12th	Darren Brake	E & H	Damon	Talk to Lawyer regarding this issue	Meeting set for March 25 with Goudie Law
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	Waiting on cost of Solar panel	Cost of \$6,659.43
7	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.
8	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

9	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
10	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
11	Jan 12th	Water Line Policy	PW	Dave	Contact other Municipalities on what they do	Gone to PW meeting
12	9-Feb	PMA Donation	Admin	Lori	Pick up Gift	Will do it before the conference
13	9-Feb	Whites Rd	PW	Maxine	Request that MAA Visit that area	Send request
14	9-Feb	Update on Gymnastic building	PW	Dave/Maxine	PW doing work	Done in P.W. Report
15	9-Mar	Urock	Admin	Damon/Maxine	Send to schools, webpage, facebook	Done
16	9-Mar	Vice-Chair for Airport Board	Admin	Maxine	Send Letter	Done
17	9-Mar	Waste Management	Admin	Maxine	Sent up meeting with Don Downer	Done - April 27
18	9-Mar	CBPPL Report	Admin	Maxine	Get update on Seepage Report	Still waiting on CBPPL
19	9-Mar	Bae Newplan Invoice	Admin	Lori	Pay	Done
20	9-Mar	West Coast	Admin	Lori	Pay	Done

21	9-Mar	AP	Admin	Lori	Pay	Done
22	9-Mar	Western Star Ad	Admin	Lori	Send Ad	Done
23	9-Mar	Tax Adjustments	Admin	Christa	Advice of approval	Done
24	9-Mar	Ad U20 Female Hockey	Admin	Lori	Send ad and do cheque	Done
25	9-Mar	Western Warriors	Admin	Lori	Send donation	Done
26	9-Mar	Permits	Admin	Pat/Damon	Issue Permits	Done
27	9-Mar	Clothing Business	Admin	Damon	Advise Business of Approval	Done
28	9-Mar	B&B	Admin	Damon	Advise Business of Approval	Done
29	9-Mar	Deer Lake Vera Perlin	Rec	Maxine/Glynn	Advise Council or arrangement	Done in Recreation Report
30	9-Mar	Open Swim	Rec	Maxine/Glynn	Look into cancelling open swim the night of Swim for Hope.	Done in Recreation Report
31	9-Mar	Gymnastic Winners	Admin	Maxine	Sent letters to Gymnastic winners	Done

Adjournment

2015-0323-08 Adjournment

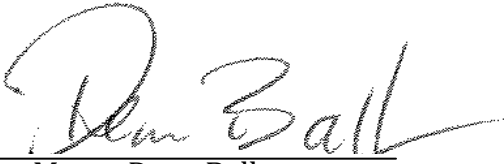
Deputy Mayor Sandra Pinksen

Resolved that since there is no further business that the meeting adjourns at 8:45pm with the next regularly scheduled meeting set for Monday, April 6th, 2015 at 7:30 pm.

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

Councillor Jean Young

In favor 6; opposed 0; abstained 0. Carried

A handwritten signature in black ink that reads "Dean Ball". The signature is fluid and cursive, with a large initial "D" and a long, sweeping underline.

Mayor Dean Ball

A handwritten signature in blue ink that reads "Christa Jones". The signature is in a cursive style with a distinct "C" and "J".

Christa Jones, Administrative Assistant