

Minutes of the regular meeting of council held Monday, September 28, 2015 No. 1300 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 Jean Young

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

Absent: Councillor Kerry Jones  
Councillor Sheila Mercer

Gallery: Richard Dewy, Bill Hayden, Diane Crocker (Western Star)

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

2015-0928-01, Minutes No. 1299

Councillor Amanda Freake /Deputy Mayor Sandra Pinksen

Resolved that the minutes of regular meeting of council, No. 1299 held Monday, September 14<sup>th</sup>, 2015 be adopted as presented.

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

In favor 5; opposed 0; abstained 0. Carried

Minutes of the regular meeting of council held Monday, September 14, 2015 No. 1299 held in Council Chambers, 6 Crescent Street, Deer Lake, NL.

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

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

Absent: Councillor Elmo Bingle  
Councillor Sheila Mercer

Gallery: Richard Dewy, Bill Hayden, Corey Hurley (Western Star)

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

2015-0914-01, Minutes No. 1298

Councillor Kerry Jones /Deputy Mayor Sandra Pinksen

Resolved that the minutes of regular meeting of council, No. 1298 held Monday, August 10 2015 be adopted as presented.

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

In favor 5; opposed 0; abstained 0. Carried

Correspondence

Correspondence

Meeting No. 1300

Date: Monday, September 28, 2015

No	NAME	REGARDING	CORRESPONDENCE
1	PMA	Module (5) Five, Oct 16	FYI
2	MNL	Annual Convention, Nov 5-7	FYI
3	MNL	Info Note	FYI

New Business

Flashing Lights for School Zones and Speed Signs. Was a budget item but need to look at again for 2016 budget, need 3 signs for school zones.

**Reports**

(a) Finance

2015-0928-02, Finance

Deputy Mayor Sandra Pinksen / Councillor Elmo Bingle

Resolved that the minutes/recommendations of the Finance Committee Meeting September 24<sup>th</sup>, 2015 be adopted as presented.

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

In favor 5; opposed 0; abstained 0. Carried

Finance  
September 24, 2015

Deputy Mayor Sandra Pinksen  
Councillor Elmo Bingle  
Maxine Hayden

NO	Description	Recommendation
01	SNC Lavlin Nicholsville Road \$103,523.21	Recommend approval
02	Accounts Payable \$16,480.96	Recommend approval
03	Water shuts off people will be notified if they have not paid or make arrangements by October 7, 2015 they shut off.	Recommend approval
05	Fire prevention week ad \$73.00 plus HST	Recommend approval

(b) Public Works

2015-0928-03 Public Works

Councillor Elmo Bingle / Councillor Amada Freake

Resolved that the minutes/recommendations of the Public Works Committee Meeting September 24<sup>th</sup>, 2015 excluding item #7 be adopted as presented.

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

In favor 5; opposed 0; abstained 0. Carried

2015-0928-04 Public Works

Resolved that the minutes/recommendations of the Public Works Committee Meeting September 24<sup>th</sup>, 2015 for item #7 be adopted as presented.

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

Opposed: Councillor Jean Young

In favor 4; opposed 1; abstained 0. Carried

Public Works  
September 24, 2015

Councillor Elmo Bingle  
Councillor Amanda Freake  
Maxine Hayden  
Dave Thomas

No	Description	Recommendation
1	Truck update estimate of repairs \$12,000.00-\$15,000.00	Recommend superintendent see what we can get on a trade (Superintendent checked and they will not take it for trade) and price another vehicle. Estimate \$42,000.00

2.	Patching update Devon Row has been done some area left.	Recommend continue patching Goose Arm Road, Squires Road and St. Georges Lane.
3	Salt Shed update	Public works is working on this front is taken off concrete poured
4	Line painting Nichols landing	Crew is in process of marking it out for sidewalk
5.	Asphalt spreader Mckays can rent us one for \$200.00 a day	Recommend that we rent the machine when we have large cuts.
6.	Insurance claim	Recommend deny claim
7	Vegetation control deferred from last meeting checked it out. The same product is used around burns, and by Department of Transportation. The Department of Environment has approved the product for vegetation control. .	Recommend approval
8.	Jewer's Lane Sign No Parking	Recommend approval
9.	Maintenance – any vehicle dropped off at depot have a maintenance sheet attached	Recommend approval

(c) Environment and Housing

2015-0928-05 Environment and Housing

Deputy Mayor Sandra Pinksen / Councillor Amanda Freake

Resolved that the minutes/recommendations of the Environment and Housing Committee Meeting September 25, 2015 be adopted as presented.

Councillor Elmo Bingle declared conflict of interest for item #13, however council noted it was a permit already issued by staff.

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

In favor 5; opposed 0; abstained 0. Carried

## Environment & Housing Agenda

Friday, Sept. 25, 2015, 10 am

In attendance:

Chairperson Kerry Jones

Deputy-mayor Sandra Pinksen

Town Manager Maxine Hayden

Economic Development Officer Damon Clarke

Public Works Supervisor David Thomas

Administrative Assistant Christa Jones

Municipal Enforcement Officer Keith Park

Regrets:

Councillor Sheila Mercer

### Building Permits

Following is a breakdown of the number of permits issued (in brackets) and construction values so far in 2015, up to and including Friday, September 25, 2015:

General repairs (155):	\$ 857,249
Accessory buildings (47):	\$ 484,100
Commercial construction (13):	\$1,408,500
New Dwellings (29):	\$6,100,500
<b>TOTAL (213 permits):</b>	<b>\$8,850,349</b>

#	Name	Address	Description	Action
<b>General Repairs</b>				
1.	Derek Janes	24 Riverbank Road	Replace windows	Approved, permit issued
2.	Jonathan Colbourne	9 Lera Street	Extension to garage	Approved, permit issued
3.	Owen Parsons	24 Airport Avenue	General repairs and bridge at front	Approved, permit issued
4.	Phillip Osmond	20 Lush's Lane	Extension to house	Approved, permit issued
5.	Brad Hoddinott	34 Old Bonne Bay Road	Changing 2 windows	Approved, permit issued
6.	Linda Tulk	39 Hancock's Road	Windows and siding	Approved, permit issued
7.	Jack Dolomount	4 Garden Road	Replacing basement windows	Approved, permit issued
8.	Stephen Brent	53 North Main Street	Windows, siding and shingles	Approved, permit issued
9.	Winston Janes	53 High Street	New shingles	Approved, permit issued
10.	David Rumbolt	18 Trailer Court Road	New skirting	Approved, permit issued

11.	Raymond Wellon	9 Shears' Place	Siding and shingles	Approved, permit issued
12.	Roy Hancock	5 Mountain View Place	Siding	Approved, permit issued
13.	Sandra Bingle	12 Woodford Drive	Extension to mini home	Approved, permit issued
<b>New Residential</b>				
14.	Lacey Williams	28 Woodford Drive	New mini home	Approved, permit issued
15.	Phillip Hodder	22 Sunrise Crescent	New home	Declined; no road frontage or water and sewer
<b>Accessory Buildings</b>				
16.	Norman Young	3 William's Avenue	New shed	Approved, permit issued
17.	Stephen Spence	8 Oakes Road	New garage	Permit renewal
18.	Paul Chaulk	95 Goose Arm Road	Extension to shed	Approved, permit issued
19.	Keith Pittman	27 Meadow Lane	New shed	Approved, permit issued
20.	Todd Wadland	13 Islandview Heights	New garage	Approved, permit issued
21.	Gary Noseworthy	3 Juniper Street	New garage	Approved, permit issued
22.	Paul Atkinson	46 Middle Road	New garage	Approved, permit issued
<b>Commercial Construction</b>				
23.	Parsons Funeral Home	61-65 North Main Street	New shingles	Approved, permit issued
24.	Bank of Nova Scotia	12-16 Wight's Road	Interior repairs	Approved, permit issued
25.	Deer Lake Esso	31 Nicholasville Road	Petroleum system upgrade	Approved, permit issued
<b>New Business Permits</b>				
<b>Other Issues</b>				
26.	Cordell McKay		Applying for Crown Land	Declined; no road access, no road frontage, no water and sewer access

(d) Economic Development

2015-0928-06, Economic Development

Councillor Amanda Freake / Councillor Elmo Bingle

Resolved that the minutes/recommendations of the Economic Development Committee Meeting September 16, 2015 be adopted as presented.

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

In favor 5; opposed 0; abstained 0. Carried

## **Economic Development Committee Minutes**

Meeting of Wednesday, September 16, 2015

<b>In Attendance</b>	<b>Regrets</b>
Roseann White, committee member	Chairperson Sheila Mercer, Town Councillor
Terri Gilbert, committee member	Walter Dominie, committee member
Amanda Freake, Town Councillor	Cyril Kirby, committee member
Damon Clarke, Economic Development Officer	Terrilynn Robbins, Deer Lake Chamber of Commerce

### **I. Call to Order**

The meeting was called to order at 2:00 pm.

### **II. Old Business**

#### **a. Walking Trail Update: signage**

The EDO shared with the group some rough layouts for signage on the walking trail. These include way finding signs and signs for the trail heads. The group was supportive of the look and the intention is to have the signs prepared in the coming weeks.

#### **b. Website Update**

One company came back with a very cheap quote to re-create the entire web site. However, after a lengthy discussion, the committee members felt it would be best to seek funding through the budgetary process and then issue a Request for Proposals early in the new year.

### **III. New Business**

#### **a. DLTDC additional signing officer**



The EDO explained that a third signing officer is needed for the Deer Lake Tourism Development Corporation bank account. Committee member Terri Gilbert agreed to serve as the third signing officer.

**b. *Sledworthy* magazine advertising**

The EDO shared with the committee a proposal sent to the town regarding advertising in *Sledworthy* magazine. It was felt the overall obligation was more than the town wanted to spend. However, it was suggested the town could approach private sector operators about sharing the cost of advertising.

**IV. Land Issues**

**a. Industrial Park Update**

The industrial park road has received a coating of crushed stone and the project is just about complete for this fall.

**b. Murdoch Drive update**

The town is still waiting for the final engineered drawings.

**c. Woodford Avenue update**

The foundations have been created for the five units and construction of them will begin soon.

**V. Other Issues for discussion**

None.

**Next Meeting**

September 30, 2015, 2 pm.

**VI. Adjournment**

The meeting was adjourned at 3:15 pm.

(e) Policy – Ice Helmets
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2015-0928-07, Policy

Councillor Jean Young / Deputy Mayor Sandra Pinksen

Resolved that the minutes/recommendations of the Policy Committee adopted as presented.

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

Councillor Jean Young

In favor 5; opposed 0; abstained 0. Carried

## **ICE HELMET POLICY Hodder Memorial Arena**

### **PREAMBLE**

The mandatory wearing of a Canadian Standard Association (CSA) approved protective helmets for ice sports by all participants, for their protection and safety during ice related activities at the Hodder Memorial arena important initiative for the Town of Deer Lake, users groups, and the public at large.

### **POLICY STATEMENT**

This policy is for the safety and wellbeing of all users while participating in ice related activities at the Hodder Memorial Arena.

### **POLICY**

All participants and Staff during ice related activities at the Hodder Memorial Arena shall wear a Canadian Standards Association (CSA) approved protective helmet. This policy will be clearly posted with the other established regulations for activities and placed at the entrance of Hodder Memorial Arena.

### **EXCEPTIONS**

- Figure Skaters who are registered with Skate Canada and have successfully completed the CanSkate program. Any figure skating competition that is sanctioned by Skate Canada and Skate NL are exempt from wearing a protective helmet during these activities as standard practice in the sport.
- Any personal administering emergency first aid.

The policy will not apply to team personal during bookings made by the teams associated with the Pro Hockey League.

(f) Town Superintendent Report
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Report From: Public Works Superintendent David Thomas  
Prepared For: Council & Management Team  
Date Prepared: September 25, 2015  
Timeframe: September 14, 2015 – September 25 , 2015

Road:

- Patching
- Installed and repaired signs
- Prepared and paved road cuts on Devon Row, Scott drive Oakes Road and Hancocks Road
- Shouldering Roads
- Placing sods in various areas

Water:

- Clean filters
- Water line hook ups on Reginald Drive
- Repaired curb stop on Pinetree Drive
- Painting Hydrants

Sewer:

- Sewer plug on Morey Ave
- Sewer line hook ups on Reginald Drive

Snow:

- Hauled winter sand

Building Maintenance:

- Electrical Repairs at liftstations,
- Repairs to front of salt shed

Misc :

- Vac out porta potties
- Sidewalks

(g) Town Manager Report

Town Manager Action Report for  
Meeting No. 1299  
September 25, 2015

No	item	Dept.	Person responsible	Task/request
1	Deer Lake Airport authority	Admin	TM	Letter sent re road name for Harold White
2	2015 Musical ride	Admin	TM	Letter sent to committee, and RCMP congratulations on event.
3	Leslie O'Neil	Admin	TM	Notified permission for training
4	Damon Clarke	Admin	TM	Notified permission for training

5.	Alzheimer Society	Admin	TC	Coffee Break held
6	Greater Corner Brook Board of Trade	Admin	EDO	Damon attend Energy West Symposium
7	Deer Lake Search & Rescue	Admin	TM	Cheque was issued and truck was purchased.
8	RNC	Admin	TM	Donation was issued for Annual Community Crime Prevention Guide
9	Resident Young's Avenue	Admin	TM	Letter sent re pavement on driveway

(h) Action Report

<b>Action Report</b>						
<b>#</b>	<b>From Meeting</b>	<b>Item</b>	<b>Depart</b>	<b>Individual to Complete Task</b>	<b>Task</b>	<b>Date Completed or Follow Up</b>
1	Jan 12th	Regency Mgt.	E & H	Damon/Dave	Density Concerns regard the area in the NuDawn Apartments	On agenda for council to discuss Sept 28.
2	23-Mar	DL Gymnastics	Admin	Maxine	Request Financial Statement/set up meeting with new committee	FS are done, waiting on finance committee to meet
3	11-May	CBPPL Grant in Lieu	Admin	Maxine/Damon/Lori	Write up responds to meeting	Done - To be sent to CBPPL
4	11-May	Land Fill Site	PW	Dave	Superintendent to do inspections to ensure that the site is kept up to town standards	Letter sent
5	8-Jun	Bump by Post Office	PW	Dave	Has to be dug up.	Done

6	8-Jun	Salt Shed	PW	Dave	Improvements to be completed this summer	In process
7	8-Jun	Welcome Package	ED	Damon	Do up Welcome package for new business and residents	Damon is still working on this
8	10-Aug	No Parking on Riverbank	PW	Dave/Keith	Order signs and install them on Riverbank road	Will not be installed until winter over
9	10-Aug	BioMax flow meter	PW	Dave	Order meter	power hooked up on Sept 24
10	10-Aug	Unfinished Houses	E&H	Damon	Contact residents of unfinished house and set up time line	Damon is still working on this
11	10-Aug	Clean up Order	E&H	Keith	Follow up on all past orders to ensure that they are complete	In process, 21 orders in all, 18 completed
12	10-Aug	Policy for Venders	Policy	Maxine	Policy Venders with outstanding Tax bidding on tenders or quoting	Still with policy committee
13	10-Aug	Policy for Permits	Policy	Maxine	Policy for residents with outstanding taxes and applying for permits	Still with policy committee
14	10-Aug	Water Shut off Procedure	Policy	Lori	Develop procedure for communication to residents for water shut off's	Ready to go to policy

15	14-Sep	Deer Lake Fire Rescue	Admin	Lori	Let Fire Department know who is attending	Done
16	14-Sep	RNC	Admin	Lori	Donation	Done
17	14-Sep	Canadian Cancer Society	Admin	Lori/Damon	Put on web and facebook	Done
18	14-Sep	West Coast Excavating	Admin	Lori	Do Cheques	Done
19	14-Sep	Marine Contractors	Admin	Lori	Do Cheque	Done
20	14-Sep	SNC Lavalin	Admin	Lori	Do Cheque	Done
21	14-Sep	Western Regional Hospital	Admin	Lori	Do Cheque for donation	Done
22	14-Sep	Deer Lake Search and Rescue	Admin	Lori	Do Cheque for Truck	Done
23	14-Sep	Write Off	Admin	Christa	Let residents know and issue cheques	Done
24	14-Sep	A/P	Admin	Lori/Leslie	Do cheques for AP	Done
25	14-Sep	Fire Protection Old Bonne Bay Pond	Admin	Maxine	Set up Meeting	waiting on responses for date
26	14-Sep	NL Vegetation Spray	PW	Dave	Get information on spray for council	Now with Public Works Committee
27	14-Sep	Ten Year Plan	PW	Dave/Maxine	Set up Meeting	Done
28	14-Sep	Helmet Policy	Rec	Jr	Review policy on how it will affect employees	On agenda for council to discuss Sept 28.
29	14-Sep	30 Airport Ave	Admin	Lori	Get Lien attached to the property	All information is sent to Lawyer to get this done

Adjournment


2015-0928-08 Adjournment


Deputy Mayor Sandra Pinksen

Resolved that since there is no further business that the meeting adjourns at 8:07pm with the next regularly scheduled meeting set for October 13, 2015 at 7:30 pm.

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

In favor 5; opposed 0; abstained 0. Carried

  
\_\_\_\_\_  
Mayor Dean Ball

  
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Lori Humphrey, Town Clerk