

Minutes of the regular meeting of council held Monday, October 26, 2015 No. 1304 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
Councillor Kerry Jones

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

Absent: Councillor Sheila Mercer

Gallery: Large number of people in gallery

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

2015-1026-01, Minutes No. 1302

Deputy Mayor Sandra Pinksen/ Councillor Elmo Bingle

Resolved that the minutes of regular meeting of council, No. 1302 held Tuesday, October 13th, 2015 be adopted as presented.

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

In favor 6; opposed 0; abstained 0. Carried

2015-1026-02, Minutes No. 1303

Councillor Amanda Freake/ Deputy Mayor Sandra Pinksen

Resolved that the minutes of regular meeting of council, No. 1301 held Thursday, October 21st, 2015 be adopted as presented.

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

Opposed: Councillor Jean Young

In favor 5; opposed 1; abstained 0. Carried

Correspondence

Correspondence

Meeting No. 1304

Date: Monday, October 26, 2015

No	NAME	REGARDING	CORRESPONDENCE
1	Great Humber Joint Council	October 31 st , Pasadena	Let Office know who will be attending
2	FCM	Municipal Issues	FYI
3	Remembrance Day	Honouring The Veteran	FYI
4	Remembrance Day	Events	FYI
5	Communities for Veterans	Arriving at 4 at the Deer Lake Legion	Maxine and Councillor Bingle to attend

Reports

(a) Finance

2015-1026-03, Finance

Deputy Mayor Sandra Pinksen / Councillor Elmo Bingle

Resolved that the minutes/recommendations of the Finance Committee Meeting with Deer Lake Gymnastic Committee on October 20th, 2015 and Finance Committee Meeting October 21st be adopted as presented.

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

In favor 6; opposed 0; abstained 0. Carried

FINANCE COMMITTEE
OCTOBER 20, 2015

Deputy Mayor Sandra Pinksen
Councillor Elmo Bingle
Maxine Hayden
Renee Moss
Christa Reid
Mandy Coish

The meeting was held with the Deer Lake Gymnastics to discuss their financial statements for 2014 and 2015.

They currently have 200 children registered. They offer a program for boys three nights per week involving climbing, jumping and flipping. They have one child who comes over from Trout River. Two of their girls go to Corner Brook every week because they cannot get the training they need here at the building. Fifteen go down once a month.

They have 7 paid employees and during the summer they had summer students working.

The building is 83 feet long and 80 feet wide they would be open to offering more events at the building if there is a need for example walking. They are open Monday to Friday 2:00 P.M. to 8:00 P.M.

They have indicated that they want their Porch to go outside, Public Works will be notified. In order to help with blowing down some heat from the ceiling the Town Manager will check with the electrician on a price for the fans.

They were asked to let the Town Manager and Councillor Bingle know if they have any concerns with the building so it can be dealt with by Public Works.

They had heard that the Town was purchasing a new building and was wonder how it would affect them. They were told the Towns priority is the fire Hall, then the depot and the Stephan Hopkins storage. There would still be room for them.

They wanted to know if they were to rent a building would the Town consider a subsidy to them towards rent since we subsidy minor sports at the Stadium.

More signs need to be put up to encourage parents to use the lower entrance to drop off their Children and not use the Town Depot entrance.

FINANCE COMMITTEE
OCTOBER 21, 2015

Deputy Mayor Sandra Pinksen
Councillor Elmo Bingle
Maxine Hayden

No	Description	Recommendation
01	Accounts Payable \$34,979.26	Recommend approval

(b) Public Works

2015-1026-04 Public Works

Councillor Elmo Bingle / Councillor Amada Freake

Resolved that the minutes/recommendations of the Public Works Committee Meeting October 22, 2015 be adopted as presented.

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

In favor 6; opposed 0; abstained 0. Carried

Public Works
October 22, 2015

Councillor Elmo Bingle
Maxine Hayden
Dave Thomas
Keith Park

No	Description	Recommendation
1	Driveway repair 125 Nicholasville Road	Look at when contractor comes back to finish Nicholasville Road in 2016
2	Burrige High Street	Public works will look at this area next week.
3.	Gymnastics building porch	Public works to build a porch 8x8

		slab on grade.
4.	ATV Vehicle regulations	Municipal enforcement officer will send copies to council for input
5.	Public works yard	Contractor is in process of cleaning up yard
6.	Shaws Lane	That the low areas be leveled up
7.	Spillway area of 100 feet	Road be milled out and paved.
8.	Gatehouse Road manholes	Public works take vac truck and clean out manholes
9.	Skada system - LYNK controls & Instrumentation \$2,975.00 plus HST	Approved our Skada system needs to be upgraded.

(c) Environment and Housing

2015-1026-05 Environment and Housing

Councillor Kerry Jones/ Deputy Mayor Sandra Pinksen

Resolved that the minutes/recommendations of the Environment and Housing Committee Meeting October 23, 2015 be adopted as presented.

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

In favor 6; opposed 0; abstained 0. Carried



Environment & Housing Agenda

Friday, Oct. 23, 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
 Municipal Enforcement Officer Keith Park

Regrets:

Councillor Sheila Mercer
 Administrative Assistant Christa Jones

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, October 23, 2015:

General repairs (169):	\$ 888,149
Accessory buildings (52):	\$ 558,100
Commercial construction (16):	\$1,671,500
New Dwellings (33):	\$6,815,500
TOTAL (270 permits):	\$9,933,249

#	Name	Address	Description	Action
General Repairs				
1.	Mark Goosney	1 Clinic Drive	Siding and windows	Approved, permit issued
2.	Christopher Foster	22 Woodford Drive	Fencing and deck	Approved, permit issued
3.	Melvin Anstey	11 Hancock's Road	Demolition of house	Approved, permit issued
4.	Harold Ball	55 Middle Road	Repairs to eaves	Approved, permit issued
5.	Pauline Thomas-Sceviour	90 Wight's Road	New shingles	Approved, permit issued
6.	Robert House	22 Middle Road	Demolition of dwelling	Approved, permit issued
New Residential				
7.	Colin Butt	Serenity Place	New home	Approved, permit issued
Accessory Buildings				
8.	Todd Stark	14 Moss's Lane	New garage	Building to be moved back five feet
9.	Bill Bryant	2 Aspen Lane	New garage	Approved, permit issued
Commercial Construction				

New Business Permits				
10.	Steve's Power Sports	60 High Street	Small engine repair business	Approved, permit issued
Other Issues				
11.	Town land on Reid's Lane	Evergreen Enterprises		Committee to request meeting with developer to discuss plans
12.	Bayco Sales	Jewer's Lane	Seeking building permit for 3-unit apartment building	Request deferred; concerns with road access, snowclearing, density, ability to fight fires
13.	Phillip Hodder	Sunrise Crescent	Will build road; seeking to install water and sewer lines at same time	Building permit to be issued when road is completed to town standards, including fire hydrant and sufficient turning area
14.	Craig McKay	25 George Aaron Drive	Seeking permission to share driveway once land is split	Request declined; one driveway and water/sewer connection for each house is required, as per letter of May, 2013
15.	Application to sub-divide land		New form to be reviewed	Form reviewed, to be sent to Policy Committee; application is to be shared with staff and council for input before finalization
16.	Murdoch Street		Received engineered drawings	Meeting to be set up with developers to discuss plans
17.	David Sparkes	Wight's Road	Wants council to enact a by-law regarding regulation of the emission of smoke from neighbor's property	Deferred to council – Policy will look at Building Codes of Canada and speak to Fire Chief regard this

(d) Economic Development

2015-1013-06, Economic Development

Councillor Amanda Freake / Councillor Elmo Bingle

Resolved that the minutes/recommendations of the Economic Development Committee Meeting October 14, 2015 be adopted as presented.

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

In favor 6; opposed 0; abstained 0. Carried

Economic Development Committee Minutes

Meeting of Wednesday, October 14, 2015

In Attendance	Regrets
Cyril Kirby, committee member	Chairperson Sheila Mercer, Town Councillor
Roseann White, committee member	Amanda Freake, Town Councillor
Walter Dominie, committee member	Terri Gilbert, 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 2:05 pm.

II. Old Business

a. Walking Trail Update

The trail has been cut and most of the structures – such as bridges, walkways, etc -- are in place. The crew will now concentrate on finishing the structures and getting posts in place for signage.

b. DLTDC additional signing officer

Committee member Terri Gilbert, who is also an executive member of the Deer Lake Tourism Development Corporation, agreed to serve as a third signing officer. Going forward, all cheques can be signed by any two of the three signing officers.

III. New Business

a. Budgetary submissions

The EDO shared with the group some of the draft budgetary submissions for 2016. Among them are requests for funding for the industrial park road, beach enhancements, the next phase of the walking trail and an upgrade of the town's web site.

b. Revitalize Snowmobile Hub committee

The group discussed plans to get the Snowmobile Hub Committee active again. The EDO will send an e-mail to committee members suggesting a meeting date of Oct. 26. There was good momentum developed from the Snowmobile Tourism Workshop held last March and the aim is to build upon that momentum, possibly with the development of a snowmobile event for the winter of 2016.

c. Town of Deer Lake profile (Business Attraction Strategy)

The group has expressed its interest in pursuing funding for a Business Attraction Strategy. A major component of that strategy is the development of a town profile. The EDO noted he has started this document and is confident that it can be produced in short order.

IV. Land Issues

a. Industrial Park update

The road has been completed. There may be some remaining work to do in smoothing out the transition area between the industrial park road and the groomed snowmobile trail before winter sets in.

b. Murdoch Drive

The development is about a month behind, as the developers are still waiting for the completion of engineered drawings.

c. Woodford Avenue

The five duplexes have been erected, shingles have been placed and now the interior work can begin. It is anticipated the duplexes will be completed by the end of 2015.

Next Meeting

October 28, 2015, 2 pm.

Adjournment

The meeting was adjourned at 3:10 pm.

Report From: Public Works Superintendent David Thomas
Prepared For: Council & Management Team
Date Prepared: October 23, 2015
Timeframe: October 12, 2015 – October 23, 2015

Road:

- Patching Gatehouse Road, Nicholasville Road, High Street, Wights Road, Old Bonne bay Road, Squires Road, Ridgeview Road, Main Street
- Installed culvert and catch basin on Nicholasville Road by old entrance to Commerce Street
- Ditching on Islandview Heights
- Prepared and poured sidewalk on Commerce Street and Nicholasville Road. We have installed approximately 340 feet of new sidewalk in this area.
- Repaired manhole and paved area around it on Forest Road
- Painted sidewalk line on Grace Avenue

Water:

- Clean filters
- Water line hook ups on Riverside Drive
- Repaired curb stop on George Aaron Drive

Sewer:

- Sewer plug on South Main Street
- Sewer line hook up on Riverside Drive

Snow:

Building Maintenance:

- Electrical Repairs at lift stations, filtration plant, and depot
- Repairs to salt shed are completed
-

Misc :

- Cleaned out porta potties

(f) Town Manager Report

October 26, 2015

No	Item	Dept.	Person responsible	Task/request
1	Gymnastics	Admin	TM	Meeting held with gymnastics finance committee
2.	Fire protection Boone Bay Pond	Admin	TM	Letter sent outlining reasons Town will not be able to respond.
3.	Shaw's Lane	Admin	TM	Letter sent to unsuccessful bidder
4.	Fence	Admin	TM	Letter sent to homeowner reason not approved.

(g) Action Report

Action Report						
#	From Meeting	Item	Depart	Individual to Complete Task	Task	Date Completed or Follow Up
1	11-May	CBPPL Grant in Lieu	Admin	Maxine/Damon/Lori	Write up responds to meeting	Waiting on CBPPL
2	8-Jun	Bump by Post Office	PW	Dave	Has to be dug up.	Done
3	8-Jun	Salt Shed	PW	Dave	Improvements to be completed this summer	Done
4	10-Aug	Unfinished Houses	E&H	Damon	Contact residents of unfinished house and set up time line	Damon is still working on this
5	10-Aug	Policy for Venders	Policy	Maxine	Policy Venders with outstanding Tax bidding on tenders or quoting	Still with policy committee

6	10-Aug	Policy for Permits	Policy	Maxine	Policy for residents with outstanding taxes and applying for permits	Still with policy committee
7	10-Aug	Water Shut off Procedure	Policy	Lori	Develop procedure for communication to residents for water shut off's	Ready to go to policy
8	14-Sep	Fire Protection Old Bonne Bay Pond	Admin	Maxine	Set up Meeting	Done
9	14-Sep	30 Airport Ave	Admin	Lori	Get Lien attached to the property	Maxine spoke with Lawyer regarding this.
10	13-Oct	New Building	Admin	Maxine/Damon	Ensure that all proper inspections are completed before purchasing	On Going
11	13-Oct	Crown Land	Admin	Maxine/Damon	Check to see what Crown Land is in our planning boundary that we may want to reserve	Done
12	13-Oct	CFIB	Admin	Maxine	Set Date for Meeting	Contact and Maxine will check with council on time

13	13-Oct	Cul-de-Sacs	PW	Dave	Make list of roads that should have cul-de-sacs or that drivers have to back up while snow clearing	On progress
14	13-Oct	Province Smoking Policy	PW	Maxine	Get a copy of Provincial Smoking Policy	Working on it
15	13-Oct	Sidewalk on Commerce	PW	Dave	Put in Sidewalks	Done
16	13-Oct	Cross's Lane	PW	Dave	Look and see if Guard Rail can be moved bank or a Cul-De-Sac put in	Moving guard rail back
17	13-Oct	Wallace	Enforcement	Keith	Check on Wallace Place	Done
18	13-Oct	Shut Off	Admin	Christa/Damon	When put on Facebook again leave out some information	Done
19	13-Oct	Maintenance Sheets	Admin	Maxine	Sent to GYLN and Junior as well	Done

(g) Capital Works Projects – 10 year Plan

2015-1026-07, Proposed Capital Word Project – 10 Year Plan

Councillor Kerry Jones / Councillor Elmo Bingle

Resolved that the proposed Capital Works Projects for the next ten years be adopted as presented.

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

Councillor Kerry Jones

In favor 6; opposed 0; abstained 0. Carried

Year	Capital Projects	Estimated Cost
2016	Fire hall renovations	\$500,000
2016	First Avenue water sewer curb gutter sidewalk pavement	\$1,200,000
2016	Second Avenue water sewer curb gutter sidewalk pavement	\$1,200,000
2016	Third Avenue water sewer curb gutter sidewalk pavement	\$1,200,000
2016	Continued development of Industrial park	\$500,000
2016	Walking trail	\$40,000
2016	Airport Kiosk	\$20,000
2017	Ladder Truck (107 Ascendant)	1,200,000
2017	Middle Road curb gutter sidewalk , water, sewer pavement	\$1,000,000
2017	Gatehouse Road from South Main Street to Middle Road curb gutter sidewalk water sewer pavement	\$1,000,000
2017	Gatehouse road to end of street including Devon Row water sewer curb gutter sidewalk pavement	\$1,000,000
2017	Walking Trail	\$40,000
2017/18	Marina Overall development could be in excess of	\$1,000,000
2018	Fire Dept. Pumper Truck replacement for Pumper 3	\$280,000
2018	Canal Road Water sewer curb gutter sidewalk pavement	1,000,000
2018	Garden Road from Canal to Main Dam water sewer curb gutter sidewalk pavement	\$800,000
2018	Walking trail	\$40,000
2018	Drainage issues and storm sewer on Lushes Lane , Jeddore's Lane , Cross's road, Humber View Drive	\$2,000,000
2018	High Street from Third Avenue to Airport Avenue water sewer sidewalk curb gutter pavement	\$2,000,000

Also for consideration for Capital works over next 10 years:

Loader estimate \$250,000

Vac truck estimate \$250,000

Lift Station Spillway estimate \$350,000

Lagoon Clean out estimate \$100,000

Water Filter \$1,000,000

Truck Pickup \$50,000

Flyer Plow Truck \$250,000

Young Avenue Water and Sewer Pavement estimate, Jewers Lane Water and Sewer Pavement \$380,000

Zamboni \$80,000

Floor for Stadium \$450,000

Equipment for Stadium \$250,000

Lawn Tractor estimate \$45,000

Vehicle for Stadium \$50,000

Pavement for Hancock's, Road, Main Street Whites, Old Boone Bay Road estimate \$1,500,000

Estimated Revised cost October 26, 2015 \$21,025,000

Adjournment

2015-1026-08 Adjournment

Deputy Mayor Sandra Pinksen

Resolved that since there is no further business that the meeting adjourns at 8:30pm with the next regularly scheduled meeting set for November 9, 2015 at 7:30 pm.

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

In favor 6; opposed 0; abstained 0. Carried

Mayor Dean Ball

Lori Humphrey, Town Clerk