

Minutes of the regular meeting of council held Monday, December 14, 2015 No. 1307 held in Council Chambers, 6 Crescent Street, Deer Lake, NL.

In attendance: 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
Mayor Dean Ball

Gallery: Bill Hayden, Carl Goudie, Corey Hurley (Western Star)

Regular meeting of council called to order at 7:30 pm by Deputy Mayor Sandra Pinksen.

2015-1214-01, Minutes No. 1306

Councillor Kerry Jones/ Councillor Amanda Freake

Resolved that the minutes of regular meeting of council, No. 1306 held Tuesday, December 1, 2015 be adopted as presented.

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

In favor 5; opposed 0; abstained 0. Carried

Correspondence

Meeting No. 1307

Date: Monday, December 14, 2015

No	NAME	REGARDING	CORRESPONDENCE
1	Department of Transportation	Dodge Ram pick-up	FYI
2	Deer Lake Interdenominational Cemetery	Thank you letter	FYI
3	Eastern Waste Management	Letter	FYI
4	MA	Crown Land	FYI

Reports

(a) Finance

2015-1214-02, Finance

Councillor Elmo Bingle/ Councillor Amanda Freake

Resolved that the minutes/recommendations of the Finance Committee Meeting on December 10, 2015 be adopted as presented.

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

In favor 5; opposed 0; abstained 0. Carried



Finance
 December 10, 2015

Deputy Mayor Sandra Pinksen
 Councillor Elmo Bingle
 Maxine Hayden

NO	Description	Recommendation
01	Marine contractors Lakeside Drive horizontal drilling \$368,166.70	Recommend approval
02	Nicholsville road claim 2- \$560,213.60	Recommend approval
03	Northbridge Claim Humber Valley Real estate – quantum meruit	Defer check with lawyers.
04	BMO rates for loan for Nicholsville Road now risen for 4 year term 10yr amortization rate to 2.16 up from their quote of 1.19	Recommend approval for BMO for 4 years.
05	Coleman’s gift cards	FYI
06	Accounts payable \$42,237.96	Recommend approval

(b) Public Works

2015-1214-03 Public Works

Councillor Elmo Bingle / Deputy Mayor Sandra Pinksen

Resolved that the minutes/recommendations of the Public Works Committee Meeting December 10, 2015 be adopted as presented.

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

In favor 5; opposed 0; abstained 0. Carried

Public Works
December 10, 2015

Councillor Elmo Bingle
Councillor Amanda Freake
Maxine Hayden
Dave Thomas

No	Description	Recommendation
1	Bio Max should be here Thursday December 10,2015	They should be here on December 10, 2015 to install system for monitoring waste water.
2	Dave Hoffe	A camera inspection of the line shows a sag in the line public works has scheduled repairs for Monday December 14,2015
3	Update on work schedule	Public works raising fire hydrants on George Aaron, Goose Arm road, Spillway, Second and Birchview, Installing electrical and gyrolock in porch, Sand and salt have been put in storage shed. Patches on Old Bonne Bay road, Goose Arm Road and Spillway Beach cleaner, sweeper, vac truck have been put in shed.
4.	Filtrations Quote - this will be split three ways between Pasadena, Baie Verte, and Deer Lake.	Recommend approval

(c) Environment and Housing

2015-1214-04 Environment and Housing

Councillor Kerry Jones/ Deputy Mayor Sandra Pinksen

Resolved that the minutes/recommendations of the Environment and Housing Committee Meeting December 10, 2015 be adopted as presented.

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

In favor 5; opposed 0; abstained 0. Carried



Environment & Housing Agenda
Thursday, December 10, 2015, 9 am

In attendance:

Chairperson Kerry Jones
Deputy-mayor Sandra Pinksen
Town Manager Maxine Hayden
Economic Development Officer Damon Clarke
Administrative Assistant Christa Jones
Municipal Enforcement Officer Keith Park
Public Works Supervisor David Thomas

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 Thursday, Dec. 10, 2015:

General repairs (175):	\$ 910,849
Accessory buildings (60):	\$ 644,240
Commercial construction (18):	\$1,681,500
New Dwellings (33):	\$6,565,500
TOTAL (286 permits):	\$9,802,089

#	Name	Address	Description	Action
General Repairs				
1.	Treehouse Family Resource Centre	1 Poplar Road	Constructing mobility impaired ramp	Approved, permit issued
New Residential				
Accessory Buildings				

2.	Morris Newman	73 High Street	Revisiting garage location; would like to build closer to his property line than side yards allow	Committee viewed photos, recommends accepting his request
3.	Keith Pilgrim	76 Riverbank Road	New garage	Conditionally approved, pending site visit to ensure location does not interfere with water and sewer lines
4.	Jason Oake	36 Humberview	Started garage without permit	Town council agreed to let him continue building garage; one garage must be attached to house by June 14, 2016

Commercial Construction

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New Business Permits

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Other Issues

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5.	Andy House	37 Grace Ave.	Seeking permission to turn home into short-term vacation rental for snowmobilers	Request that he submit an application outlining exactly what he wants to do, committee will then review it. Area is zoned residential, is a discretionary use; must be advertised
6.	Philip Hodder	Sunrise Crescent	Seeking permission to create cul de sac to provide access to land	Committee recommends this request be denied
7.	Dustin Spurrell	18 Farm Road	Purchased apartments, wants to install separate water and sewer connections to each	Damon and Dave will meet with him next week to discuss
8.	Gerald Evans	Serenity Subdivision	Requesting that council allow him to name the street Stella's Place	Committee recommends approval
9.	B&S Trucking	Wellon Drive	Valard office trailer on site	Committee recommends Valard be required to get a permit to operate in town

(d) Economic Development

2015-1214-05, Economic Development

Councillor Amanda Freake/ Councillor Elmo Bingle

Resolved that the minutes/recommendations of the Economic Development Committee Meeting December 10, 2015 be adopted as presented.

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

In favor 5; opposed 0; abstained 0. Carried

Economic Development Committee Minutes

Meeting of Thursday, December 10, 2015

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

I. Call to Order

The meeting was called to order at 2:03 pm.

II. Old Business

a. Snowmobile Hub committee update

The EDO brought committee members up to date on the activities of this group. The Hub committee has held two meetings in recent weeks and the main focal point has been on developing an event (please see below). There were also discussions regarding the possibility of submitting an application to enhance the safety of snowmobilers. This could include special lighting for crossing areas, improved signage and so on.

b. Snowmobile event

Organizers are still seeking a name for the event, which will be held Feb. 12-14. The event will consist of a day-long snowmobile ride to the Sinkhole and a half-day ride to Main Dam. The Junction Trailblazers Snowmobile Club has agreed to provide guide services for the two runs held as part of the event. Once a name is chosen, advertisements will be placed in the St. John’s market to begin soliciting interest.

c. Budget Update

The EDO provided committee members with an update of the budgetary process. Some line items will not get funded this year. The budget will be finalized in the next week or so.

III. New Business

a. Welcome package for new businesses

There was a discussion on the welcome package. It was suggested the EDO collaborate with the Chamber of Commerce to ensure there is no duplication in terms of the information provided to new businesses.

IV. Land Issues

V. Other Issues for Discussion

VI. Next Meeting

Wednesday, January 6, 2015, 3:30 pm.

Adjournment

The meeting was adjourned at 4:15 pm.

(e) Town Superintendent Report

Report From: Public Works Superintendent David Thomas
Prepared For: Council & Management Team
Date Prepared: December 11, 2015
Timeframe: December 1, 2015 –December 11, 2015

Road:

- Patching on Goose arm Road, Squires road, Ridgeview Road, Lushes Lane, Old Bonne Bay Road
- Ditching on Williams Lane

- Repaired catch basin on Cross's Road and Garden Road
- Took up guide rail at end of Cross's Road for turn around

Water:

- Clean filters
- Water hook up on High Street
- Repaired water line break on Gatehouse Road
- Daily inspection of Chlorination and Filtration Plants
- Raised hydrants on Chapel Hill, George Aaron Drive and 2 on Goose Arm Road
- Pumped out hydrants

Sewer:

- Sewer plug on Fifth Ave
- Checked all lift stations and various man holes in town for Friday maintenance checks
- Repaired lift station pump at Lakeside Drive and Main Lift station
- Put sewer cam in sewer lines on Fifth Ave
- Sewer hookup on High Street
- Installed new blower at lagoon

Snow:

- Five mornings salt roads
- Two days hauling salt

Building Maintenance:

- Building porch for gymnastics
- Installed new hot water tank at Town Office

Misc :

(f) Town Manager Report

Town Manager Action Report for
Meeting No. 1306
December 14, 2015

No	item	Dept.	Person responsible	Task/request
1	Winona White	Admin	TM	Letter written regarding Tulk's Lane
2	Western Star Ad	Admin	TM	Western Star advised put ad in for Don't Drink & Drive
3	Christa	Admin	TM	Advised tax adjustments approved
4.	David Hoffe	Admin	TM/PW	Camera inspected done scheduled to be dug up on December 14,2015
5	Dale Fitzpatrick	Admin	TM	Letter written re driveway and parking

				Chapel Hill
6	29 Tower Road	Admin	TM	Street light requester letter written to resident
7	Jason Oake	Admin	TM	Letter written he came in and signed letter garage will be attached by June 14,2016
8	Evergreen	Admin	TM	Letter written requesting update on plans
9	Gerry Stuckless	Admin	TM	Letter written regarding property
10	Dwight Ball	Admin	TM	Letter of congratulations sent
11	R &r Distribution	Admin	TM	Email sent regarding distribution of flyers
12	Staff Meeting	Admin	TM	At the non union staff meeting after the council meeting the staff expressed their concern that once council puts a policy in place we are expected to follow then. We would like Council to support their polices and let the staff carry them out.
13	Track Consulting	Admin	TM	Spoke with Neil Dawe they do not have any approval from ACOA for Place Builder he is waiting for the Town to approve the project before he can apply.

I will be out of Town on Annual leave from December 20 to December 31, 2015 inclusive.

(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	Write up responds to meeting	Damon waiting to hear back from CBPPL, left many messages
2	10-Aug	Unfinished Houses	E&H	Damon	Contact residents of unfinished house and set up time line	Ready for Policy Committee
3	16-Nov	Riverbank Road	PW	Maxine Dave	Get engineering firm to look at road	Working on it

4	16-Nov	20-22 Route 430	EH	Damon	Check with Department of Transportation on access	Waiting to meet with Stephen Caines of DOT
5	1-Dec	Winona White	Admin	Maxine	Write letter to let her know that we agree with the terms	Done
6	1-Dec	Multiple Sclerosis Donation	Admin	Lori	Do Donation	Done
7	1-Dec	Citizens Crime Prevention Donation	Admin	Lori	Do Donation	Done
8	1-Dec	Western Star Ad	Admin	Maxine	Send ad	Done
9	1-Dec	Dave Hoffe Sewer	PW	Dave	Look at Sewer with camera	Done
10	1-Dec	Dale Fitzpatrick	PW	Maxine	Write letter to let him know recommendation	Done
11	1-Dec	29 Tower Road	PW	Maxine	Contact NL Power regarding street Light	Done
12	1-Dec	Jason Oake	E & H	Maxine/Damon	Write letter stating our terms	Done
13	1-Dec	Apartment Policy	E & H	Damon	Prepare policy for Policy Committee	Ready for policy committee
14	1-Dec	Reids Lane	E & H	Damon	Get update on plans	Done, Maxine
15	1-Dec	Gerry Stuckless	E & H	Damon/Maxine	Write letter regarding concerns	Done

Adjournment

2015-1214-06 Adjournment

Councillor Elmo Bingle

Resolved that since there is no further business that the meeting adjourns at 8:00pm with the next regularly scheduled meeting set for January 4, 2016 at 7:30 pm.

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

In favor 5; opposed 0; abstained 0. Carried

Mayor Dean Ball

Lori Humphrey, Town Clerk