

Minutes of the regular meeting of council held Monday, February 8, 2016 No. 1311 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 Sheila Mercer

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

Absent: Councillor Kerry Jones

Gallery: Keith Bailey, Karen Bailey

Regular meeting of council called to order at 4:18 pm by Mayor Dean Ball.

2016-0208-01, Minutes No. 1310

Councillor Elmo Bingle/Deputy Mayor Sandra Pinksen

Resolved that the minutes of regular meeting of council, No. 1310 held Monday, January 25, 2016 be adopted as presented.

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

In favor 6; opposed 0; abstained 0. Carried

Correspondence  
Meeting No. 1311

Date: Tuesday, February 8, 2016

No	NAME	REGARDING	CORRESPONDENCE
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1	Shirley Wight	Letter of Thanks	FYI
2	PMA	Annual Convention	FYI
3	Deer Lake Fire Rescue	Nominees for Executive Committee	Need Motion 2016-0208-03
4	Western Health	An Engagement Event	Sandra will attend
5	Western Health	Survey	FYI
6	Fire and Emergency Services	Fire and Emergency Services Training	FYI
7	Fire and Emergency Services	Hazardous Material Awareness Training	Two Firemen already registered
8	Department of Municipal Affairs	Budget Accepted by Municipal Affairs	FYI
9	MAA	Allan Ball will service as Assessment Review Commissioner for the Town of Deer Lake	FYI
10	Service NL	Approval to operate landfill site	FYI
11	Hospitality NL	Newsletter	FYI
12	Deer Lake Regional Airport	Nominate member for Deer Lake Regional Airport Authority Inc.	See Motion 2016-0208-02

2016-0208-02, Deer Lake Regional Airport Authority Inc. Member

Councillor Amanda Freake/Councillor Sheila Mercer

Resolved that the Town of Deer Lake Nominate Dwayne Reid to be a member of the Deer Lake Regional Airport Authority.

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

In favor 6; opposed 0; abstained 0. Carried

2016-0208-03, Fire Chief

Councillor Elmo Bingle/Deputy Mayor Sandra Pinksen

Resolved that the Town of Deer Lake appoint Earl Tansley as Fire Chief.

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

Councillor Sheila Mercer

In favor 6; opposed 0; abstained 0. Carried

**New Business**

Council had a brief discussion on permits required for insurance repairs.

**Reports**

(a) Finance

2016-0208-04, Finance

Deputy Mayor Sandra Pinksen/Councillor Elmo Bingle

Resolved that the minutes/recommendations of the Finance Committee Meeting on February 04 2016 be adopted as presented.

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

In favor 6; opposed 0; abstained 0. Carried



Finance  
February 04, 2016

Deputy Mayor Sandra Pinksen  
Councillor Elmo Bingle  
Maxine Hayden

NO	Description	Recommendation
01	March Hare sponsorship \$200.00	Recommend approval
02	Deer Lake Kitty Rescue heated space	Not approved
03	CNIB donation	Recommend donation \$25.00
04	SNC Lavlin Nicholasville Road \$1,229.77	Recommend approval
05	Santec \$3,975.11	Recommend approval
06	Santec \$6,599.77	Recommend approval
07	SNC Lavlin \$2,454.08	Recommend approval
08	Horizons \$1,000.00 plus tax	Recommend approval
09	Downhome magazine Advertising	Not approved
10	Tax adjustment \$3,033.00	Recommend approval
11	Accounts payable \$52,909.61	Recommend approval

(b) Public Works
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2016-0208-05 Public Works

Councillor Elmo Bingle / Councillor Amanda Freake

Resolved that the minutes/recommendations of the Public Works Committee Meeting February 4, 2016 be adopted as presented. It was also noted that when snow clearing the operators should keep the wing up off the sidewalks. If purchasing tires all department can go through government purchasing. Public works superintendent to take daily pictures of the landsite and monitor coverage.

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

In favor 6; opposed 0; abstained 0. Carried

Public Works  
February 04, 2016

Councillor Elmo Bingle  
Maxine Hayden  
Dave Thomas

No	Description	Recommendation
1	Sunrise Crescent - snow clearing we can no	Our public works crew has been

	longer push snow onto Mr. Hodder land or use his land as a cul de sac	advised that they can no longer use this area they now have to back up into the last driveway to turn around.
2	Snow clearing sidewalks	Town superintendent has checked with other communities they use their ploughs to clear sidewalks the blades are kept up off the curb.
3	Truck	Public works superintendent is still checking on prices
4	Gas Tax	Recommend call for tender
5.	Dwight Mckay - B& S Trucking	Coverage at dump site he has fill on site it usually take 40 loads per month to cover garbage. He is receiving the extra money for coverage for the communities that was added Town of Howley, GBS, Wood Point and Trout River. Will have to look at expanding the berme around the waste disposal site.

(c) Environment and Housing

2016-0208-06, Environment and Housing

Deputy Mayor Sandra Pinksen/ Councillor Sheila Mercer

Resolved that the minutes/recommendations of the Environment and Housing Committee Meeting on February 04, 2016 be adopted as presented.

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

In favor 6; opposed 0; abstained 0. Carried

Thursday, February 4, 2016, 11 am

In attendance:

Administrative Assistant Christa Jones  
Public Works Supervisor David Thomas  
Municipal Enforcement Officer Keith Park

Town Manager Maxine Hayden  
Economic Development Officer Damon Clarke

Regrets:

Chairperson Kerry Jones  
Deputy-mayor Sandra Pinksen  
Councillor Sheila Mercer

#	Name	Address	Description	Action
<b>General Repairs</b>				
1.	Lindell Smith	3 Woodford Drive	Addition on porch and deck	Approved, permit issued
<b>New Residential</b>				
<b>Accessory Buildings</b>				
<b>Commercial Construction</b>				
<b>New Business Permits</b>				
2.	Our Home	37 Grace Avenue	Short term vacation property	Deferred
3.	Latoya Fudge	13A North Main St.	Hygienics Dental Prevention Clinic	Approved
<b>Other Issues</b>				
4.	Bill Robbins	187 Goose Arm Rd.	Crown Lands application for agricultural land	Approved conditionally, pending government acceptance

(d) Economic Development

2016-0208-07, Economic Development

Councillor Amanda Freake/ Councillor Elmo Bingle

Resolved that the minutes/recommendations of the Economic Development Committee Meeting on January 20, 2016 be adopted as presented.

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

In favor 6; opposed 0; abstained 0. Carried

**Economic Development Committee Minutes**

Meeting of Wednesday, January 20, 2016

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

**I. Call to Order**

The meeting was called to order at 3:35 pm.

**II. Old Business**

**a. Snowmobile event**

The EDO explained that the initial plan was to market this event in the Avalon Peninsula area and hope to attract some tourists to come to the west coast. However, there was no response to advertisements placed in the *Telegram*, so the decision was made to scale the scope of the event back and make it a family-oriented event. Response to the newly-shaped event has also been slow. A decision on the future of the event will need to be made in the next week.

**b. New Web Site: Static vs. Dynamic IP**

The committee had some initial discussions regarding the development of a new web site. The EDO indicated he has prepared a draft RFP notice, which he hopes to have published by the beginning of February.

**c. Airport Kiosk**

The group also had initial discussions about the tourism information kiosk planned for the Deer Lake Airport. The EDO shared some photos of kiosks he had printed from the Internet and the

group decided on a general look and feel. The EDO will attempt to meet with airport authority CEO Jamie Schwartz this week to discuss a specific location for the kiosk. He will also develop and RFP for the kiosk, which may be included on the same RFP as the web site.

**III. New Business**

**a. Roseann White**

Committee member Roseann White informed the EDO that she is resigning from the committee immediately due to work commitments. The group had a discussion about recruiting another couple of members. Some names were discussed and the EDO will make contact with some of these people in the near future in an effort to bolster the ranks of the committee.

**IV. Land Issues**

None.

**V. Other Issues for Discussion**

None.

**VI. Next Meeting**

Wednesday, February 3, 2016, 3:30 pm.

**Adjournment**

The meeting was adjourned at 4:25 pm.

2016-0208-08, Economic Development

Councillor Amanda Freake/ Councillor Elmo Bingle

Resolved that the minutes/recommendations of the Economic Development Committee Meeting on February 3, 2016 be adopted as presented.

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

In favor 6; opposed 0; abstained 0. Carried

**Economic Development Committee Minutes**

Meeting of Wednesday, February 3, 2016

In Attendance	Regrets
Cyril Kirby, committee member	Chairperson Sheila Mercer, Town Councillor



Walter Dominie, committee member	Terrilynn Robbins, Deer Lake Chamber of Commerce
Damon Clarke, Economic Development Officer	Jean Young, Town Councillor
	Roseann White, committee member
	Terri Gilbert, committee member
	Amanda Freake, Town Councillor

**I. Call to Order**

The meeting was called to order at 3:35 pm.

**II. Old Business**

**a. Recruiting new committee members**

There was a brief discussion on recruiting new members. However, as there were just two committee members in attendance, it was agreed to defer the discussion until there is a larger group of committee members present.

**b. Snowmobile event**

An update was provided by the EDO. He noted that interest has picked up somewhat and there are seven people confirmed for the 2016 Deer Lake Snowmobile Shindig. The event will go ahead regardless.

**c. Airport Kiosk**

Last week, the EDO met with Deer Lake Regional Airport Authority CEO Jamie Schwartz. The purpose of the meeting was to discuss the possibility of giving the town a higher profile to travelers who use Deer Lake Regional Airport. One means of doing this is by installing an information kiosk at the airport. However, during the meeting at the airport several other options were discussed. The EDO will chat about these at length during the next meeting.

**d. Tourism Content for New Web Site**

Committee members held a brainstorming session to begin listing the tourism activities and attractions that need to be promoted when the town develops its new web site. The group made a good start and the hope is that over the next meeting or two, the fuller group will list most of the items to be covered by the tourism portion of the new web site.

**III. New Business**

None

**IV. Land Issues**

None.

**V. Other Issues for Discussion**

None.

**VI. Next Meeting**

Wednesday, February 17, 2016, 3:00 pm. Please note, it was agreed 3:30-4:30 didn't provide enough time for the meetings. At the next meeting, there will be another discussion on time for the meeting.

### **Adjournment**

The meeting was adjourned at 4:25 pm.

(e) Parks and Recreation Report
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### **Parks & Recreation Committee**

Deer Lake Parks & Recreation Committee meeting.  
Feb 2-2016

#### **In Attendance:**

Councilor- Jean Young  
Glynn Wiseman  
Junior Pinksen

#### **Stadium**

- We held the Western Regional's which saw skaters from Clarendville to Port aux Basques. The Deer Lake Club did a fantastic job hosting and we saw great economic spin off in the community. We will send off a letter telling them of an awesome job they did.
- We will be hosting the Kruger Log A Load hockey tournament Feb 5-6 2016 again. This is a fund raiser for the Janeway and this is our second year in a row hosting. We had to move a few events around to make this event possible but feel it is worth it.
- I will be attending the Atlantic Conference in Turo April 5-8-2016. I will be applying for funding up to \$ 300.00 to offset the cost under the Recreation NL assistance program for communities under 5000 people.
- The recreation committee had a concern about the Hospitality Room food allowance brought to our attention and had a discussion regarding the issue in our last meeting. We noted that the committee had reviewed the same concern from Deer Lake Minor Hockey last season. Upon review of this matter last year and again this year in looking at hospitality food allowance that we are on par with other facilities and that we do not need to adjust the current contract with the operator.

#### **Bowling Alley Report**

- Zones for the Youth bowling program take place Feb 13 in Port Aux Basque. We are sending 3 teams with their coach Eva Anderson. Also Grandfalls and Baie Verte's Teams will be coming to Deer Lake to participate in the Zones thus creating more revenue for us.

### **Swimming Report**

- Swimming Lessons that began Jan 12 have 190 swimmers enrolled. We are now in week 4 of the eight week program.
- The evening Aquafit program has begun again and is running on a month by month basis and will continue as long as the interest is there.
- The Swim For Hope will be held at our pool Friday March 18, 2016. The Deer Lake Dolphins are still deciding whether to run the event all night or from 8pm until midnight because they have mainly younger swimmers. In the past they have requested the pool for the cost of the employees' wages each hour. They are requesting the same arrangement for this year. 50% of the monies raised goes to cancer and 50% to the club.
- We are testing the pool again to make sure the fix that we have performed is still holding and that we are not losing water anymore.
- Checking for pricing on the new led lights for the pool and will update council when we have acquired an affordable alternative that will handle the chlorine and humid environment.

### **Other**

- Energy Report -Enclosed we have the report on the energy savings from June 2014-December 2015. I still feel we can save even more and will be looking to increase the saving in 2016. I have sent this report off to NL Power to verify the numbers and savings.
- Winterfest is full steam ahead. The schedule is attached. Feb 5-15-2016. Please note the hockey game on Feb 10-2016 will be in the arena due to the mild temperatures. We are still committed to having a outdoor rink it at all possible
- New sound system has been purchased and ready to use on the festival field.
- Keith Anderson has officially started on staff Feb 1-2016.
- Jumpstart program saw in access of \$ 9,000.00 given out in Deer Lake in 2015. For a variety of programs such as Minor Hockey, Figure skating, Bowling, Swimming, Gymnastics, Girl Guides, Horse Lessons, karate etc.
- We have a meeting set up with Damon and our committee to discuss the Municipal Park on Feb 18 at 9:00 am at the council office.

(f) Town Superintendent Report
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Report From: Public Works Superintendent David Thomas  
 Prepared For: Council & Management Team  
 Date Prepared: February 5, 2016

Timeframe: January 25, 2016 –February 5, 2016

Road:

- Repaired street signs on Grace Ave
- Took snow out of ditches on High Street, Phillip Drive, Old Bonne Bay Road, George Aaron Drive, Mayor Ave

Water:

- Clean filters
- Daily inspection of Chlorination and Filtration Plants
- Inspected curb stops on Wights Road
- Turned on water on Woodford drive(3 units) and on Grace Ave

Sewer:

- 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, Old Bonne Bay Road, and Bridge liftstation

Snow:

- Salting and sanding roads
- Cleared around hydrants
- Clearing snow from sidewalks
- Cleared snow at cemetery twice

Building Maintenance:

- Electrical work at Depot, filtration plant, field and stadium
- Cleaning up basement of Depot
- Took ice off eave of gymnastics building

Misc :

- Brought snow to field for skating rink and sliding hills
- Four employees on half day safety training

(g) Town Manager Report

Town Manager Action Report for  
Meeting No. 1310  
February 05, 2016

No	item	Dept.	Person responsible	Task/request
1	78 Wight's Road	Admin	TM	Letter written to owner drain removed continue to monitor the area
2	Deer Lake Airport	Admin	TM/Council	Board of Directors appointment

	Authority			starting March 11,2016 deferred from January 25, 2016
3	NL Assoc. Municipal Police conference	Admin	TM/MEO	Let Keith know it is approved for him to attend
4.	MNL Regional meetings	Admin	TM/TC	Hotel room booked council registered.
5.	Owen Crossan	Admin	TM	Awaiting on date from Mr. Crossan to discuss water meters
6.	Pickup crew cab	Admin	TM/.PW	Still checking on prices
7	Chimney	Admin	TM/TC	Waiting on replies from other Towns through PMA
8	B &S Trucking	Admin	TM/PW	Meeting set up regarding coverage
9	D.L. Airport Authority	Admin	TM	Let them know we will get back to them with a name for Board of Directors.

(h) Action Report

Action Report						
#	From Meeting	Item	Depart	Individual to Complete Task	Task	Date Completed or Follow Up
1	16-Nov	20-22 Route 430	EH	Damon	Check with Department of Transportation on access	DOT will not let the town use the lot at the beginning of the trail for parking. We have signs installed to inform residents that it is use at own risk. Staff has been informed that if residents call inquiring about the trail to let them know it is still under construction and it is "Use at Own Risk"

2	11-Jan	Sewer Morey Avenue - our camera can't reach out to the end of the line.	PW	Dave/Maxine	Contact Rockwell to have them put their camera out in the line.	Council would like to see this invoice when it comes in.
3	25-Jan	Gas Tax	PW	Dave/Maxine	Get quote for gas tax roads	
4	25-Jan	Water Conference	Admin	Lori	Reg Dave and Wayne	Done
5	25-Jan	Owen Crossan	PW	Maxine	Set up meeting regarding water meeting	Awaiting on date from Mr. Crossan to discuss water meters
6	25-Jan	Pickup	PW	Dave/Maxine	Look for price on new truck. Look at what we are going to do with old truck	In PW report
7	25-Jan	Chimney	Admin	Lori	Send question out to PMA to see if any towns have regulations regarding chimney's and smoke	Done-waiting on replies
8	25-Jan	B and S Trucking	Admin	Maxine	Set up meeting with B and S Trucking regarding daily coverage of the landfill site.	In PW report

Adjournment

2016-0208-09 Adjournment

Deputy Mayor Sandra Pinksen

Resolved that since there is no further business that the meeting adjourns at 5:25pm with the next regularly scheduled meeting set for February, 2016 at 4:00 pm.

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

Councillor Amanda Freake  
Councillor Jean Young  
Councillor Sheila Mercer

In favor 6; opposed 0; abstained 0. Carried



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Mayor Dean Ball



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Lori Humphrey, Town Clerk