

Minutes of the regular meeting of council held Monday, May 2, 2016 No. 1316 held in Council Chambers, 6 Crescent Street, Deer Lake, NL.

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

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

Absent: Councillor Jean Young
Town Clerk, Lori Humphrey

Gallery: Gary Kean (Western Star)
Bill Hayden, John Wellon, Carl Goudie, Allister Whalen

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

2016-0502-01, Minutes No. 1315

Deputy Mayor Sandra Pinksen / Councillor Amanda Freake

Resolved that the minutes of regular meeting of council, No. 1315 held Monday, April 11, 2016 be adopted as presented.

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

In favor 6; opposed 0; abstained 0. Carried

Correspondence
Meeting No. 1316

Date: Monday, May 2, 2016

No	NAME	REGARDING	CORRESPONDENCE
1	MNL	Info Note – April 29, 2016	FYI
2	MNL	Municipal Symposium Agenda	FYI
3	Public Health	Immunization Awareness Week	FYI
4	Autism Society	Awareness Session – May 4	FYI
5	Workplace NL	2015 Prime Results	FYI
6	FCM	Update – April 28, 2016	FYI
7	PMA	Epic Engage - Thank you	FYI

Reports

(a) Finance

2016-0502-02, Finance

Deputy Mayor Sandra Pinksen/Councillor Elmo Bingle

Resolved that the minutes/recommendations of the Finance Committee Meeting on April 28, 2016 be adopted as presented item excluding item #1.

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

In favor 6; opposed 0; abstained 0. Carried

2016-0502-03, Finance

Deputy Mayor Sandra Pinksen/Councillor Amanda Freake

Resolved that payment to Straightline Construction for progress on the Town Office in the amount of \$67,800.00, as per item #1 from the minutes/recommendations of the Finance Committee Meeting on April 28, 2016 be adopted as presented.

In Favor: Mayor Dean Ball

Deputy Mayor Sandra Pinksen
Councillor Amanda Freake
Councillor Kerry Jones
Councillor Elmo Bingle
Councillor Sheila Mercer

In favor 6; opposed 0; abstained 0. Carried

Finance
April 28, 2016

Deputy Mayor Pinksen
Councillor Elmo Bingle
Maxine Hayden

No.	Description	Recommendation
01	Straightline Construction Progress payment Town Office \$67,800.00	Recommend approval
02	NLBA West Development Team U13 – donation	Recommend approval \$25.00
03	DL. Food Bank donation or activity	Recommend approval \$25.00
04	SNC Lavlin Fire Hall \$36,725.00	Recommend approval
05	Deer Lake Interdenominational Cemetery committee annual grant	Recommend approval
06	Town of Woody Point Beautification Project in memory of Kenneth Thomas	Recommend approval \$25.00
07	Remember the Fallen – Newfoundland Contingent (Royal Newfoundland Regiment, Newfoundland Royal Naval Reserve, Newfoundland /Forestry Corps,	Recommend not to approve

	Newfoundland Mercantile Marine and nurses.	
08	Quotation Floor Scrubber	Defer fro quotes
09	On the road asset management St. John's, June 20-21	Recommend approval for councilor Bingle and Town Manager
10	Children's Wish run the Rock June 18	Recommend approval \$25.00 , put on web site
11	Accounts Payable \$277,508.93	Recommend approval
12	Write offs Exemptions \$\$7,842.50	Recommend approval of \$4,831.60 not approved for account number 110780 in the amount of \$3,010.90

(b) Public Works

2016-0502-04 Public Works

Councillor Elmo Bingle /Councillor Sheila Mercer

Resolved that the minutes/recommendations of the Public Works Committee Meeting April 28, 2016 be adopted as presented.

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

In favor 6; opposed 0; abstained 0. Carried

Public Works
April 28, 2016

Councillor Elmo Bingle
Councillor Shelia Mercer
Maxine Hayden
Dave Thomas

Date	Description	Recommendation
01	Truck purchased from Search & Rescue requires ABS module approximate cost \$2,000.00	Recommend get module and get repaired
02	Berme waste disposal site	Write Minister Joyce to see if we can get funds to extend the berme at our waste disposal site. Our site will needs extension to the berme before the site open in Hampden.
03	Summer employees	Recommend advertise for two operators
04	Mechanic (temporary)	One application was received.

(c) Environment and Housing

2016-0502-05, Environment and Housing

Councillor Kerry Jones / Deputy Mayor Sandra Pinksen

Resolved that the minutes/recommendations of the Environment and Housing Committee Meeting, on April 28, 2016 be adopted as presented.

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

In favor 6; opposed 0; abstained 0. Carried

Environment & Housing Minutes

Thursday, April 28, 2016, 10:30 am

In attendance:

Deputy-mayor Sandra Pinksen
Councillor Sheila Mercer
Economic Development Officer Damon Clarke

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

Regrets:
 Chairperson Kerry 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, April 29, 2016:

General repairs (24):	\$ 156,400
Accessory buildings (7):	\$ 85,000
Commercial construction (5):	\$ 146,500
New Dwellings (5):	\$ 1,317,000
TOTAL (41 permits):	\$1,704,900

#	Name	Address	Description	Action
General Repairs				
1.	Darin Nichols	4 High Street	Jacking up house	Approved, permit issued
2.	Ritchie Wells	11 Wallace Place	New siding	Approved, permit issued
3.	Woodward Motors	9A TCH	Installing new digital sign	Approved: received DOT go ahead
4.	Stephen Brent	51 North Main St.	Changing siding and shingles	Approved, permit issued
5.	Ruby Wheeler	3 Devon Row	Changes to garage door	Approved, permit issued
6.	Midtown Apartments	18 Farm Road	Replacing windows	Approved, permit issued
7.	Vanessa Wells	4 Gatehouse Road	Windows and siding	Approved, permit issued
8.	Jamie Pelley	6 Trailer Court Road	New siding	Approved, permit issued
9.	Hilda Pomeroy	14 Riverbank Road	New windows, siding	Approved, permit issued
10.	Gloria White	23-25 Fifth Avenue	New fence	Approved, permit issued
11.	Bern Dollimont	1 Willow Place	Raising house and building addition	Approved, permit issued
12.	James Cassell	22 Hancock's Road	Replacing bridge	Approved, permit issued
13.	Gary Caines	10 Williams Avenue	Windows and siding	Approved, permit issued
14.	Eldon Drost	106 Goose Arm Road	New patio	Approved, permit issued
15.	Nick Bailey	10 Oakes Road	Replace bridge	Approved, permit issued
16.	Robert Tulk	19 Boulos Place	Repairs to shed	Approved, permit issued
17.	Jason Rowsell	18 Peddle's Road	Repairs to patio	Approved, permit issued
18.	Paul Regular	14 First Avenue	Replace brick, install weeping tile	Approved, permit issued
19.	Alan Gardner	16 Farm Road	Siding and windows	Approved, permit issued
20.	Meta Sharpe	30 Hancock's Road	Replacing windows	Approved, permit issued
21.	Bill Ball	10 High Street	New windows	Approved, permit issued

New Residential				
22.	John Cole	20 Meadow Lane	New residence	Approved
23.	Bradley Cramm	9 Garden Road	New residence	Approved
Accessory Buildings				
24.	John Keats	3 Hancock's Road	New garage	Approved, permit issued
25.	Chris Foster	22 Woodford Drive	New shed	Approved, permit issued
26.	David Young	4 Lakeview Crescent	New garage	Approved, permit issued
27.	Jeff McFatridge	1 Woodford Drive	New shed	Approved, permit issued
28.	Keith Pilgrim	76 Riverbank Road	New garage	Approved, permit issued
Commercial Construction				
29.	JN Automotive	11 Farm Road	New windows	Approved, permit issued
New Business Permits				
30.	Ivy's Bed and Breakfast	Ivy (Nault) Pelley	Re-opening a business that was open several years ago	Approved, permit issued
31.	Digital Advertising Solutions	Ray Brake	Digital sign; wants to do presentation for committee	Recommend approval
32.	DD's Daycare	63 North Main Street	Starting a daycare business	Conditionally approved, pending discussion regarding parking and traffic
Other Issues				
33.	Fingerboard signs			Recommended fingerboard signs be taken down
34.	Property clean ups			A list will be compiled and residents will receive a visit from the Municipal Enforcement Officer
35.	Gail and Alonzo Finlay	38 Hancock's Road	Selling property, want to retain strip of land for easement	Approved; letter written to property owners confirming this
36.	Snowmobile Federation (NLSF)	TCH	Want to widen a driveway on Route 430 to allow for easier passing of groomer	For information purposes; the application must be sent to the Town of Reidville
37.	Fee structure for fire, oxygen inspections			Recommended that commercial inspections be

				charged by an hourly rate instead of a flat fee
38.	Development regulations review			Staff have started this process; once complete, recommendations will be sent to council
39.	Approval of Permits			Permission for management to approve permits that comply with regulations for summer months as per previous year

(d) Economic Development

2016-0502-06, Economic Development

Deputy Mayor Sandra Pinksen / Councillor Sheila Mercer

Resolved that the minutes/recommendations of the Economic Development Committee Meeting on April 27, 2016 be adopted as presented.

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

In favor 6; opposed 0; abstained 0. Carried

Economic Development Committee Minutes

Meeting of Wednesday, April 27, 2016

2:30 pm, Grand Lake Centre

In Attendance	Regrets
Chairperson Sheila Mercer, Town Councillor	Jean Young, Town Councillor
Walter Dominie, committee member	Amanda Freake, Town Councillor

Damon Clarke, Economic Development Officer	
Terri Gilbert, committee member	
Cyril Kirby, committee member	
Terrilynn Robbins, Deer Lake Chamber of Commerce	

I. Call to Order

The meeting was called to order at 2:30 pm.

II. Old Business

a. Industrial Park Road

The EDO has talked with the engineering firm which developed the site plan, to begin planning the next phase of development. This phase will include the grubbing of land and the creation of the new road. An advertisement and background document will be developed in the next week and it is expected the work will begin around the beginning of June.

b. Update on Buildings

The new town hall should be ready to move by the first of June. It is expected that renovations on the new fire hall, which haven't started yet, will likely carry on into mid or late-summer.

c. Website

Representatives of Prime Creative, the successful respondent to the new web site RFP, plan to be in town next week for their initial meeting. They are currently completing a review of the existing web site.

III. New Business

a. Beach enhancements

Some initial work has begun on this project. Water and sewer lines have been brought across the beachside parking lot, for use by the planned food concession. The purchase of materials has started and work could commence next week.

b. Food concession

The deadline for the receipt of proposals was Friday. Early next week, the respondents' submissions will be reviewed by a committee including the EDO, Recreation Director and a couple of councillors.

c. Development regulations review

Staff members have started this process. Once completed, a document will be shared with council which lists our recommendations and rationale for changes in the development regulations.

d. Walking Trail 2016

The deadline for the submission of applications is Wednesday, May 4. Members of the Deer Lake Tourism Development Corporation will hold interviews with an eye to have the project start either May 9 or 16.

IV. Land Issues

None.

V. Other Issues for Discussion

None.

VI. Next Meeting

Wednesday, May 25, 2016, 2:30 pm, Grand Lake Centre for Economic Development

Adjournment

The meeting was adjourned at 3:45 pm.

(e) Town Manager Report

Town Manager Action Report for
Meeting No. 1315
April 29, 2016

No	item	Dept.	Person responsible	Task/request
1	Canadian Mental Health	Admin	TM	Passed onto have green light for mental health Health week May 2-8
2	Nicholsville Road	Admin	TM/PW	Contractor was contacted and repaired pothole on road.
3	Spring cleanup	Admin	TM/office	Notices sent to household regarding cleanup
'4.	Gas Tax tender	Admin	PW	Ready to go to tender next week

(f) Superintendent Report

Report From: Public Works Superintendent David Thomas
Prepared For: Council & Management Team
Date Prepared: April 29, 2016
Timeframe: April 12, 2016 – April 29, 2016

Road:

- Installed street signs on Albert Lane, Squires Road, Mountainview, Eighth ave, Queen Street, Bennett Ave
- Patching Nicholsville Road, Old Bonne Bay Road, George Aaron Drive, High Street, Main Street, Squires Road, wight's Road, Ridgeview Road, Lush's Lane, Wallace Place, pennells Lane
- Ditching Goose Arm Road
- Repair culvert on Grace Ave
- Water hook up for day park

Water:

- Clean filters
- Daily inspection of Chlorination and Filtration Plants
- Water hookup on Birchview Drive
- Maintenance to UV system

Sewer:

- Checked all lift stations and various man holes in town for Friday maintenance checks
- Repaired lift station pump at Main Lift station and Nicholsville Bridge and Wight's Road,
- Sewer Hook up at Day Park

Snow:

- Salted roads

Building Maintenance:

- Electrical work at Depot, Recreation Complex and Search and rescue building
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Misc :

- 5 Employees on half day safety course

(g) Action Report

Action Report						
#	From Meeting	Item	Depart	Individual to Complete Task	Task	Date Completed or Follow Up
1	21-Mar	MMSB Funding	MEO/TM	MEO/TM	Fill out application for funding	application submitted

3	21-Mar	Gas Tax Tender	PW	TM/PWS	Prepare gas tax tender	Tender to be out this week
4	21-Mar	Street Signs	Admin	Christa	Ensure that the proper names of Streets are on signs and agree with MAA	Working on it.

Adjournment

2016-0502-07 Adjournment

Deputy Mayor Sandra Pinksen

Resolved that since there is no further business that the meeting adjourns at 8:100pm with the next regularly scheduled meeting set for May 16, 2016 at 7:30 pm.

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

In favor 6; opposed 0; abstained 0. Carried



Mayor, Dean Ball



Administrative Assistant, Christa Jones