

Minutes of the regular meeting of council held Monday, November 21, 2016 No. 1326 held in Council Chambers, 34 Reid's Lane, Deer Lake, NL.

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

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

Absent:

Gallery: Diane Crocker (Western Star)

Regular meeting of council called to order at 6:00 pm by Mayor Dean Ball

2016-1121-01, Minutes No. 1325

Councillor Sheila Mercer / Councillor Kerry Jones

Resolved that the minutes of regular meeting of council, No. 1325 Monday, November 7, 2016 be adopted as presented.

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

In favor 7; opposed 0; abstained 0. Carried

Correspondence

Meeting No. 1326

Date: Monday, November 21, 2016

No	NAME	REGARDING	CORRESPONDENCE
1	Work Place NL	Priority Employee Program - Quarterly Report	FYI
2	WHSCC	Prime Audit	FYI

3	R.V. Anderson Associates Limited	Newsletter	FYI
4	New Building Canada Fund	Agreement Draft	FYI

**Reports**

(a) Finance
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2016-1121-02, Finance

Deputy Mayor Sandra Pinksen/Councillor Elmo Bingle

Resolved that the minutes/recommendations of the Finance Committee Meeting on November 17, 2016 be adopted as presented.

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

In favor 7; opposed 0; abstained 0. Carried



Finance  
 November 17, 2016

Deputy Mayor Sandra Pinksen  
 Councillor Elmo Bingle  
 Maxine Hayden

NO	Description	Recommendation
01	Elwood Little Green Thumbs \$548.97	Recommend approval money coming from Community

		Improvements.
02	On Call staff current gets \$130.00 per week for 128 hours recommend in 2017 increase to \$150.00 per week this will increase overall on call budget by \$1,040.00 per year for a total of \$7,800.00 for the full year.	Recommend increase to \$150.00 per week for on call in 2017
03	Western NL Developers cooperative Wreaths \$19.00 plus HST	Not approved
04	Evergreen \$26,297.49	Recommend approval
05	Accounts Payable \$67,459.58	Recommend approval

(b) Public Works

2016-1121-03, Public Works

Councillor Elmo Bingle / Councillor Amanda Freake

Resolved that the minutes/recommendations of the Public Works Committee Meeting on November 17, 2016 be adopted as presented.

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

In favor 7; opposed 0; abstained 0. Carried

Public Works  
November 17, 2016

Councillor Elmo Bingle  
Councillor Amanda Freake  
Maxine Hayden  
Dave Thomas

No	Description	Recommendation
1	Elwood /Christmas Float	Town will put in truck and trailer Elwood high students will decorate, Town employee will volunteer their time to help out. Will use old fire hall to decorate float.
2	SNC Lavlin Industrial Park	Recommend due to the lateness of the season, wet/frost weather and site conditions the class "B" stone be

		deferred until 2017 season and placed when weather is more suitable. Before B & S leaves site insure the site is secured for winter close out and the skidoo trail is accessible.
3	Road work Amanda	Defer to environment & housing committee to discuss with contractors
4.	Paul Compagnon drainage	Cost of material approximately \$400.00 plus one half day labour work. Public works will add to their work list.
5.	Sale of assets	Tender close Thursday at 2:00PM for truck and grader.
6	Winter shift	Defer Check to see how much was paid out for overtime in 2015 on weekends

(d) Tender Opening – F550 Ford Pick Up

2016-1121-04, Tender Opening

Deputy Mayor Sandra Pinksen/ Councillor Elmo Bingle

Resolved that the minutes/recommendations of the Tender Opening Meeting, on November 17, 2016 be adopted as presented.

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

In favor 7; opposed 0; abstained 0. Carried

Tender Opening  
Sale of Assets  
November 17, 2016

Councillor Elmo Bingle  
Maxine Hayden  
Dave Thomas  
Robin Sullivan

Tender was called for 2008 F550 Truck minimum bid \$15,000.00, and 1967 Champion Grader minimum bid \$4,000.00

Only one bid was received From Rebecca Holdings Inc. for the truck in the amount of \$16,750.00 plus HST for a total of \$19,262.50 . Bid deposit was included in the tender.

Recommend approval to award to Rebecca Holdings Inc.

(e) Site Specific Plan for Department of Transportation

2016-1121-05, Tender Opening

Councillor Sheila Mercer/ Councillor Elmo Bingle

Resolved that the Site Specific Plan for Department of Transportation be adopted. Plan is at Town Office for review.

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

In favor 7; opposed 0; abstained 0. Carried

(f) Superintendent Report



Report From: Public Works Superintendent David Thomas  
Prepared For: Council & Management Team  
Date Prepared: November 18, 2016  
Timeframe: November 7, 2016 – November 18, 2016

Road:

- Patching Main Street, High Street, Squires Road, Edward Street, Wights Road
- Installed culvert on Amanda Ave
- Prepared and paved road cut on Garden Road
- Paved gutter on High Street

- Repaired guiderail on Trailer Court
- Ditching on Amanda Ave

Water:

- Clean filters
- Daily inspection of Chlorination and Filtration Plants
- Water hookups on Scott Drive and 2 on Amanda Ave
- Repaired broken water line on Farm road

Sewer:

- Checked all lift stations and various man holes in town for Friday maintenance checks
- Repaired lift station pumps at Riverbank Road
- Sewer hookups on Scott drive and 2 on Amanda
- Sewer plug on Hancocks Road

Snow:

- Installed hydrant markers

Building Maintenance:

- Electrical work at liftstations, depot and firehall

Misc :

- Cleaned up debris in storage area

(g) Town Manager Report
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Town Manager Action Report for  
Meeting No.1325  
Nov 18, 2016

No	Item	Dept.	Person responsible	Task/request
1	D.L. Fire Rescue	Admin	TM	Request sent to them to make annual soup for volunteers waiting on reply
2	Finance Committee	Admin	TM/TC	Approved invoice payments and donations have been issued
3	Murdoch Street	Admin	TM	Letter written to contractor to put some fill behind the curb before the winter
4.	Humberview Drive	Admin	TM	Homeowner written that contractor is supposed to put some fills in the area.
5	Jerome Gedeon	Admin	TM	Agreement for First Second and Third was due to be presented on Wednesday November 17, 2016.

(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	2-May	Fire/Oxygen Fee Structure	Policy	TM/Fire	Recommended that commercial inspections be charged by an hourly rate instead of a flat fee	Going to policy
2	22-Aug	Ladder Truck	Admin	TM	Set up meeting with MA and other communities regarding ladder truck	Waiting on information
3	22-Aug	Fences	Admin	EDO/MEO	Staff to develop a process for follow up on fences that are not conforming	The EDO and Municipal Enforcement Officer have talked about all fence permits that come in. However, they have yet to develop a process to follow up on non-conforming fences. The key point here will be our approach to the owners of non-conforming fences which have been in place for years.

4	22-Aug	Water and Sewer Connection Fee	Admin	EDO/TM	Staff to develop a standard service contract to cover work that is more involved or costly than usual	The EDO has started to develop a standard service contract to cover work that is more involved or costly than normal. He needs to meet with the Public Works supervisor to further flesh out the Deer Lake Municipal Services Contract.
5	22-Aug	Reginald Drive Turn Around	PW	TM/PWS	Set up meeting with David Butt regarding turn around at the end of Reginald Drive	Meeting held on Nov 4
6	26-Sep	Drainage Jeddore's Lane	PW	PWS	Public works will install catch basins	On work schedule
7	17-Oct	Waste Management	Admin	TM	Check with other towns regarding what they are doing to reduce waste	Done - waiting on responses from other towns
8	7-Nov	Dulcie Simmonds – assessment – they assessed her basement based as it being finished from 2010-2015. They never appealed their assessment even though it went out each year.	Admin	Administration Assistant	Send a letter to the home owner explaining the right to appeals and how council budget works each year.	
9	7-Nov	Great Humber Joint Council	Admin	TC	2 gifts at \$25.00 each	



Adjournment

2016-1121-06 Adjournment

Councillor Kerry Jones

Resolved that since there is no further business that the meeting adjourns at 8:05pm with the next regularly scheduled meeting set for November 21, 2016 at 7:30 pm.

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

In favor 7; opposed 0; abstained 0. Carried



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Mayor, Dean Ball



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Town Clerk, Lori Humphrey