

Minutes of the regular meeting of council held Monday, June 12, 2017 No. 1339 held in Council Chambers, 34 Reid's Lane, Deer Lake, NL.

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

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

Absent: Councillor Jean Young

Gallery: Bill Hayden

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

2017-0612-01, Minutes No. 1338

Councillor Sheila Mercer / Deputy Mayor Sandra Pinksen

Resolved that the minutes of regular meeting of council, No. 1338 Monday, May 29, 2017 be adopted as presented.

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

In favor 6; opposed 0. Carried

Correspondence

Meeting No. 1339

Date: Monday, June 12, 2017

No	NAME	REGARDING	
1	MNL	Regional Government Webinar	Councillor Mercer to attend

2	Great Humber Joint Council	Minutes to meeting June 3	A letter to come out regarding regionalization, make sure it is responded to
3	Gov. NL	Capital Investment Plan Approval	Look at what is the next road on our gas tax list

New Business

2017-0612-02, Nomination Day

Deputy Mayor Sandra Pinksen/ Councillor Amanda Freake

Resolved that the Nomination Day for the 2017 Municipal Election be held on August 31, 2017 from 8 a.m. to 8 p.m.

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

In favor 6; opposed 0. Carried

2017-0612-03, Alternate Returning Office

Councillor Elmo Bingle/ Councillor Sheila Mercer

Resolved that the Christa Jones be names Alternative Returning Officer for the 2017 Municipal Elections.

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

In favor 6; opposed 0. Carried

2017-0612-04, Advance Polls

Councillor Amanda Freake / Deputy Mayor Sandra Pinksen

Resolved that the advance poll for the 2017 Municipal Election be help on September 16, 2017 and September 23, 2017, both days are from 8 a.m. to 8 p.m.

In Favor: Mayor Dean Ball

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

In favor 6; opposed 0. Carried

Reports

(a) Finance

2017-0612-05, Finance Motion rescinded

Deputy Mayor Sandra Pinksen/Councillor Elmo Bingle

The motion "Trailhead parking lot design tendering and contract Administration \$22,823.00: Recommend approval" from the Finance Committee Meeting on May 11, 2017 be rescinded

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

Opposed:

In favor 6; opposed 0. Carried

2017-0612-06, Finance

Deputy Mayor Sandra Pinksen/Councillor Elmo Bingle

Resolved that the minutes/recommendations of the Finance Committee Meeting on June 8, 2017 be adopted as presented.

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

Opposed:

In favor 6; opposed 0. Carried



Finance
June 8, 2017

Deputy Mayor Sandra Pinksen
Councillor Elmo Bingle
Maxine Hayden

NO	Description	Recommendation
01	Steele Communications Birthday greetings Canada \$299.00	Not approved - we will advertise on our Town sign.
02	SNC Lavlin Industrial Park \$4,008.33	Recommend approval
03	Accounts Payable \$26,666.20	Recommend approval
04	Quotes Parking Lot <ul style="list-style-type: none">• NCL Contractors Ltd. \$11,465.50 HST included,• B & S Trucking \$13,425.00 plus HST \$2,013.75 total \$15,438.75• Rodney's Contracting Ltd. \$17,227.00 HST included.	Recommend approval - NCL Contractors Ltd. \$11,465.50 HST included.
05	<ul style="list-style-type: none">• Tax Adjustments Property W/S \$3,452.08• Business \$80.60• Poll Tax \$1,035.00	Recommend approval Property w/s in the amount of \$952.60, Not approved for Account 111597 and 110967 does not meet criteria. Business Tax approved in the amount of \$80.60, Poll Tax approved in the amount of \$1,035.00

(b) Environment and Housing

2017-0612-07, Environment and Housing

Councillor Kerry Jones / Councillor Sheila Mercer
 Resolved that the minutes/recommendations of the Environment and Housing Committee Meeting on June 8, 2017 be adopted as presented.

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

In favor 6; opposed 0. Carried



Environment & Housing Minutes
Thursday, June 8, 2017, 10 pm

In attendance:

Deputy-mayor Sandra Pinksen	Councillor Sheila Mercer
Public Works Supervisor David Thomas	Town Manager Maxine Hayden
Economic Development Officer Damon Clarke	Administrative Assistant Christa Jones

Regrets:

Chairperson Kerry Jones
 Municipal Enforcement Officer Keith Park

Building Permits:

Following is a breakdown of the number of permits issued (in brackets) and construction values so far in 2017, up to and including Friday, June 9, 2017:

- General repairs (55): \$ 193,375
- Accessory buildings (13): \$ 98,200
- New Dwellings (8): \$ 1,982,000
- Commercial Construction (6): \$ 413,000

TOTAL (82 permits): \$ 2,691,575

#	Name	Address	Description	Action
General Repairs				

1.	David Guy	33 Woodford Drive	New shed	Approved
2.	Glenn Pelley	7 Sixth Avenue	Replace door	Approved
3.	Melvin Chaulk	1 Crescent Street	Fence	Approved
4.	Troy Stuckless	19 Peddle's Road	New basement, shingles and eaves	Approved
5.	William Perry	40A Main Dam Road	Windows, doors and siding	Approved
6.	NL Housing Corp.	11 Wight's Lane	Windows, siding, shingles	Approved
7.	NL Housing Corp.	13 Wight's Lane	Windows	Approved
8.	NL Housing Corp.	14 Wight's Lane	Windows	Approved
9.	Daryel Gordon	105 George Aaron Drive	Fencing	Approved
10.	Terry Caravan	9 High Street	Bridge repairs	Approved
11.	Lorne Piercey	69 Middle Road	Replacing patio doors	Approved
12.	David Pinksen	6 Seventh Avenue	Wheelchair ramp	Approved
13.	NL Housing Corp.	79 AB Garden Road	Shingles, siding, windows, doors	Approved
14.	Kim Langdon	2 High Street	Replacing fence boards	Approved
15.	Clifford White	35 Fifth Avenue	Fence repairs	Approved
New Residence				
16.	Brad Murphy	1 Riverside Drive	New home	Approved
17.	Tony McKay	45 Grace Avenue	Permit renewal	Approved
18.	Terry Janes	64 George Aaron Drive	New home	Approved
19.	Terrilynn Osmond	8 Lera Street	New home	Approved
Accessory Building				
20.	Wayne Easton	24 Lush's Lane	Shed	Approved
Commercial Construction				
21.	Fillatre's Funeral Home	10 Clinic Drive	Building extension	For information purposes
New Businesses				
22.	Home Decor	17 B North Main	Copied on Service NL documentation	For information purposes
Other				

23.	NCL Development Ltd.	Off George Aaron Drive	Residential subdivision 1A	Approved
24.	NCL Development Ltd.	Off George Aaron Drive	Residential subdivision 1B	Approved
25.	Crown Land	23 Airport Avenue	Resident seeking to purchase Crown Land, wants letter from council regarding price	Approved
26.	8 Lera Street	Variance request	Wants permission to have smaller rear yard	Approved pending response to public notice

(c) Public Works

2017-0612-08, Public Works

Councillor Elmo Bingle / Councillor Kerry Jones

Resolved that the minutes/recommendations of the Public Works Committee Meeting on June 8, 2017 be adopted as presented.

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

In favor 6; opposed 0. Carried

Public Works
 June 8, 2017

Councillor Elmo Bingle
 Dave Thomas
 Maxine Hayden

Item	Description	Recommendation
1	Update on crosswalk painting	Public works has ¾ of the lines done for crosswalks around Town.
2	Update on road work Devon Gatehouse	Devon Row contractors should be completed by Monday and then

		continue on with Gatehouse.
3	First , Second and Third	First, Second and Third - Storm has been installed into First, they are working on water sewer connection at High Street
4	Gas Tax North Main Cross's	Roads have been prepped and are ready for recapping.
5	Patching	Most of the potholes have been patched and they are continuing to work on remainder.
6	Lushes Lane	They will be working on the catch basin in this area

(d) Town Manager Action Report

Town Manager Action Report for
Meeting No.1338
June 9, 2017

No	Item	Dept.	Person	Task/request
1	Kruger	Admin	TM	Meeting scheduled for June 11.2017
2	Mr. Moss	Admin	TM	Email sent will get Municipal Assessment agency to visit site.
3	Taxes	Admin	TM/Christa Keith	Fifty Seven notices delivered 23 came into pay in full or set up a payment plan. 34 notices left to deliver.

(e) Superintendent Report

Report From: Public Works Superintendent David Thomas
 Prepared For: Council & Management Team
 Date Prepared: June 9, 2017
 Timeframe: May 23, 2017 – June 9, 2017

Road

- Patching High Street, Wight's Road, Nicholsville Road, Poplar Rd, RiverBank Road, Wallace Place, Squires Road, Morey Ave
- Line Painting
- Installing culverts on Main street
- Sweeping Roads

- Prepared Road cut on Nicholasville Road
- Repaired guide rail on Mayor Ave and Riverbank Road

Water:

- Clean filters
- Daily inspection of Chlorination and Filtration Plants
- Repaired curb stop on Canal Road
- Repaired waterline break on Canal Road and Tiffany Street
- Water line hook up on Goose Arm Road, Riverside Drive, Dr. DD Macdonald Drive

Sewer:

- Checked all lift stations and various man holes in town for Friday maintenance checks
- Repaired lift station pumps at Riverbank Road
- Repaired sewer line on Main Street and Crescent Street
- Sewer line hook up on Goose Arm Road, Riverside Drive, Dr. DD Macdonald Drive

Building Maintenance:

- Electrical work at liftstations, depot and firehall

Misc :

- Hauled fill to Day Park

(f) Action Report

Action Report						
#	From Meeting	Item	Depart	Individual to Complete Task	Task	Date Completed or Follow Up
1	1336	Chamber After Five host	Admin	Maxine	Get more information	Getting more information
2	1336	Deer Lake Interdenominational Cemetery	Admin	Lori	Pay grant	Done
3	1336	Joe Butt's and Gerald Beauliea	Admin	Damon/Lori	Get quotes and proceed with Purchase of land	Purchase of Beauliea land has been completed. Offer not accepted on Joe Butt's Land

4	1336	Airbnb	Council	Maxine		Done - sent to Service NL
5	1336	Policy on what defines a business	E & H	Damon	Start to develop policy on what defines a business	In Process
6	1337	Hiring Procedure	Policy	Maxine	Develop a hiring procedure	Policy working on this
7	1337	Chickens	E & H	Keith	Look into what other towns are doing	Keith has gathered information and passed on to E & H
8	1337	RTGO	E & H	Damon/Maxine	research Implications	Checking on Land
9	1337	Beach - Food Concession	E & H	Damon	Met with operator	Done
10	1337	Unfinished Properties	E & H	Damon/Maxine	Staff to start looking into this	In Process
11	1338	RTGO Contract	Admin	Maxine	Find minutes of RTGO contract for subdivision	In Process
12	1338	Water coming up on Nicholville Road by Catholic Church	PW	Dave	Find out why there is water coming up.	Stopped now - Dave to look at it
13	1338	Letter by Students	Admin	Dean	Mayor Ball to meet with students	Will call to set this up
14	1338	PMA Western Meeting	Admin	Lori	Register Maxine and Lori	Done
15	1338	Evergreen	Admin	Maxine/Damon	Write up contract with timelines and penalties	In Process with Lawyers
16	1338	Accounts Receivable	Admin	Christa	Break Down on all non-current receivables.	Done
17	1338	Laminator/Printer	Admin	Christa	Order equipment	Done

Adjournment

2017-0612-09, Adjournment

Councillor Elmo Bingle

Resolved that since there is no further business that the meeting adjourns at 8:10 pm with the next regularly scheduled meeting set for July 4, 2017 at 7:30 pm.

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

In favor 6; opposed 0. Carried



Mayor, Dean Ball



Town Clerk, Lori Humphrey