Minutes of the regular meeting of council held Monday December 4 2017 No. 1350 held in Council Chambers, 34 Reid’s Lane, Deer Lake, NL.

In attendance: Mayor Dean Ball  
Deputy Mayor Michael Goosney  
Councillor Gordon Hancock  
Councillor Myra Spence  
Councillor David Parsons  
Councillor Amanda Freake  
Councillor Kerry Jones

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

Gallery: Large number of people in gallery

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

2017-1204-01, Rescind Minutes No. 1348
Councillor Myra Spence / Councillor Amanda Freake
Resolved that the motion to accept the minutes of regular meeting of council, No. 1348 Monday, November 6, 2017 be rescinded.

In Favor: Mayor Dean Ball  
Deputy Mayor Michael Goosney  
Councillor Gordon Hancock  
Councillor Myra Spence  
Councillor David Parsons  
Councillor Amanda Freake  
Councillor Kerry Jones

In favor 7; opposed 0. Carried

2017-1204-02, Minutes No. 1348
Councillor Myra Spence / Councillor Gordon Hancock
Resolved to accept the minutes of regular meeting of council, No. 1348 Monday, November 6, 2017.

In Favor: Mayor Dean Ball  
Deputy Mayor Michael Goosney  
Councillor Gordon Hancock  
Councillor Myra Spence  
Councillor David Parsons
Press Release

Town of Deer Lake refutes conflict of interest claim against councillor

The Town of Deer Lake has refuted a claim that a councillor is in conflict of interest regarding the ongoing crematorium issue in the community.

The issue relates to councillor Myra Spence, who owns a refrigeration business with her husband Dan. In the development application submitted by Parsons Funeral Home to build the crematorium, Dan Spence Refrigeration Ltd. was listed as one of the contractors.

Councillor Spence was unaware that the company was listed as one of the contractors when she participated in the discussion and voted in favor of the crematorium at a council meeting of October 16, 2017.
The information was contained in the development application and provided to the *Western Star*, which published an article in the Saturday, December 2, 2017, edition. The article did not attribute the accusation to a specific source.

The Town of Deer Lake does not believe Ms. Spence was in a conflict because she was unaware that Dan Spence Refrigeration Ltd. was listed as one of the contractors for the crematorium build. She only found this out after she had voted in favor of the application to build the crematorium.

For more information, please contact Maxine Hayden, Town Manager, at 709-635-2451.

**Correspondence**

**Correspondence**

**Meeting No. 1350**

Date: Monday, December 4, 2017

<table>
<thead>
<tr>
<th>No</th>
<th>NAME</th>
<th>REGARDING</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>C.J Goodyear</td>
<td>CBPPL Wharf</td>
<td>FYI</td>
</tr>
<tr>
<td>2</td>
<td>NLCSA</td>
<td>COR</td>
<td>FYI</td>
</tr>
<tr>
<td>3</td>
<td>GHJC</td>
<td>Christmas Gathering</td>
<td>We have no one able to attend.</td>
</tr>
</tbody>
</table>

**Reports**

(a) Finance Report

2017-1204-04, Finance Report
Councillor Amanda Freake/Councillor Myra Spence
Resolved that the recommendations for Finance Report for November 30, 2017 be adopted as presented excluding #7.

In Favor: Mayor Dean Ball
Deputy Mayor Michael Goosney
Councillor Gordon Hancock
Councillor Myra Spence
Councillor David Parsons  
Councillor Amanda Freake  
Councillor Kerry Jones  

In favor 7; opposed 0. Carried  

Councillor Hancock and Mayor Ball leave the room due to conflict of interest on item #7. Deputy Mayor Goosney takes the chair  

2017-1204-05, Finance Report  
Councillor Amanda Freake/Councillor David Parsons  
Resolved that the recommendations for Finance Report for November 30, 2017 #7 be adopted as presented.  

In Favor:  
Deputy Mayor Michael Goosney  
Councillor Myra Spence  
Councillor David Parsons  
Councillor Amanda Freake  
Councillor Kerry Jones  

In favor 5; opposed 0. Carried  

Councilor Hancock and Mayor Ball return to the meeting. Mayor Ball returns to the chair.  

Delegation Elmo Bingle Cemetery Committee – they currently have money in trust for people who have make pre arrangements for their plots. They still need money to cover the rest of the expenses and to offset some of the expenses for the maintenance of the cemetery. They would like the Town to continue the same support as 2017 ($4,000.00) Mr. Bingle was excused at 1:35PM
<table>
<thead>
<tr>
<th>NO</th>
<th>Description</th>
<th>Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Mosaic Canada Murals</td>
<td>FYI will forward to Recreation committee</td>
</tr>
<tr>
<td>2</td>
<td>Daffodil Place  Take a Night Stand</td>
<td>Recommend move the amount for Cancer Relay to Take a Night Stand for 2017.</td>
</tr>
<tr>
<td>3</td>
<td>SNC Lavlin $6,591.24</td>
<td>Recommend approval</td>
</tr>
<tr>
<td>4</td>
<td>Western Newfoundland Developers in partnership with Robbins Family Farm &amp; Gardens Wreath $200 plus HST</td>
<td>Not approved</td>
</tr>
<tr>
<td>5</td>
<td>Accounts Payable $36,625.86</td>
<td>Recommend approval</td>
</tr>
<tr>
<td>6</td>
<td>Monthly cheques for phones and travel</td>
<td>Recommend status quo</td>
</tr>
<tr>
<td>7</td>
<td>Rental space at fire hall</td>
<td>Recommend approval – This is on a temporary basis and they must show that there is no other suitable space available in the Town at this time.</td>
</tr>
</tbody>
</table>

(b) Public Works

2017-1204-06, Public Works
Deputy Mayor Michael Goosney/Councillor Myra Spence
Resolved that the recommendations for Public Works Report for November 30, 2017 be adopted as presented.

In Favor: Mayor Dean Ball  
Deputy Mayor Michael Goosney  
Councillor Gordon Hancock  
Councillor Myra Spence  
Councillor David Parsons  
Councillor Amanda Freake  
Councillor Kerry Jones

In favor 7; opposed 0. Carried
Date | Description | Recommendation
--- | --- | ---
1 | Update Work Schedule | Raised five hydrants, Replaced culvert Glide Lake Road, completed any water sewer lines for new homes.
2 | Patching road cuts | Patch in front of Sedler will be done Friday December 1, 2017
3 | Owens Drive | Recommend meet with Mr. Owens to discuss the road conditions, pavement, and snow clearing on road.

<table>
<thead>
<tr>
<th></th>
<th>2014</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fuel</td>
<td>$13,846.92</td>
<td>$13,242.38</td>
<td>$13,639.33</td>
<td>$18,821.17</td>
</tr>
<tr>
<td>Water</td>
<td>$14,127.93</td>
<td>$13,712.28</td>
<td>$14,356.33</td>
<td>$13,322.96</td>
</tr>
<tr>
<td>Road Maint.</td>
<td>$20,162.73</td>
<td>$15,048.05</td>
<td>$23,042.74</td>
<td>$18,038.05</td>
</tr>
<tr>
<td>Snow</td>
<td>$40,896.22</td>
<td>$39,126.51</td>
<td>$11,128.46</td>
<td>$16,783.45</td>
</tr>
<tr>
<td>Totals</td>
<td>$89,033.80</td>
<td>$81,129.22</td>
<td>$62,166.86</td>
<td>$66,965.63</td>
</tr>
</tbody>
</table>

(c) Environment and Housing Meeting

2017-1204-07, Environment and Housing
Councillor David Parsons /Councillor Myra Spence
Resolved that the recommendations for Environment and Housing Report for December 1, 2017 be adopted as presented excluding #3.

In Favor: Mayor Dean Ball
Deputy Mayor Michael Goosney
Councillor Gordon Hancock
Councillor Myra Spence
Councillor David Parsons
Councillor Amanda Freake
Councillor Kerry Jones

In favor 7; opposed 0. Carried
Mayor Ball leaves the room due to conflict of interest on item #3. Deputy Mayor Goosney takes the chair.

2017-1120-08, Environment and Housing
Councillor Myra Spence /Councillor Gordon Hancock
Resolved that the recommendations for Environment and Housing Report item #3 for December 1, 2017 be adopted as presented.

In Favor: Deputy Mayor Michael Goosney
Councillor Gordon Hancock
Councillor Myra Spence
Councillor Amanda Freake
Councillor Kerry Jones
Councillor David Parsons

In favor 6; opposed 0. Carried

Mayor Ball returns to the meeting. Mayor Ball returns to the chair.

Environment & Housing Minutes
Friday, December 1, 2017, 9 am

In attendance:
Councillor David Parsons
Public Works Supervisor David Thomas
Municipal Enforcement Officer Keith Park
Town Manager Maxine Hayden
Economic Development Officer Damon Clarke

Regrets:
Chairperson Kerry Jones
Administrative Assistant Christa Jones

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, December 1, 2017:

- General repairs (143): $ 688,475
- Accessory buildings (48): $ 430,907
- New Dwellings (20): $ 4,172,000
- Commercial Construction (15): $2,875,999

**TOTAL (225 permits):** $8,552,381

<table>
<thead>
<tr>
<th>#</th>
<th>Name</th>
<th>Address</th>
<th>Description</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>General Repairs</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.</td>
<td>Spruce Ridge Resources</td>
<td>14 Pennell’s Lane</td>
<td>Shingles</td>
<td>Recommend approval</td>
</tr>
<tr>
<td></td>
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<tr>
<td>2.</td>
<td>Leighton Ropson</td>
<td>22 Oakes Road</td>
<td>Storage shed for boat; seeking variance; advertised Nov. 22, 2017</td>
<td>No objections received; recommend approval</td>
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<td></td>
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<tr>
<td></td>
<td><strong>New Residence</strong></td>
<td></td>
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<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Accessory Building</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Off the Hook Fish n Chips</td>
<td>Corner of Reid’s Lane/Old</td>
<td>Mobile food vendor; has permission of property owner; temporary vendor</td>
<td>Recommend approval</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Bonnie Bay Road</td>
<td>permit to be issued</td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>Overhangs</td>
<td></td>
<td>For discussion purposes</td>
<td>Committee recommends that Town Planner</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>prepare draft regulations that could be</td>
</tr>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>incorporated in future</td>
</tr>
<tr>
<td>5.</td>
<td>Draft letter to real estate</td>
<td></td>
<td>For discussion purposes</td>
<td>Letter to be finalized and distributed</td>
</tr>
<tr>
<td></td>
<td>agents resignation</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td>Llew Young</td>
<td>12 Philip Drive</td>
<td>Seeking commitment that council will preserve or sell a road reserve that</td>
<td>Recommend the Town write a letter to</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>gives him access to his land</td>
<td>property owner, noting that the road</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>reserve is not to be sold</td>
</tr>
<tr>
<td>7.</td>
<td>Bert Baker</td>
<td>8 Young’s Lane</td>
<td>Wants to build carport</td>
<td>Does not comply with</td>
</tr>
</tbody>
</table>
The committee recommended that the request be declined and that Town Planner prepare draft regulations to deal with the issue going forward.

(d) Parks and Recreation

2017-1204-09, Parks and Recreation
Councillor Amanda Freake /Councillor Gordon Hancock
Resolved that the recommendations for Parks and Recreation Report for December 1, 2017 be adopted as presented.

In Favor: Mayor Dean Ball
         Deputy Mayor Michael Goosney
         Councillor Gordon Hancock
         Councillor Myra Spence
         Councillor David Parsons
         Councillor Amanda Freake
         Councillor Kerry Jones

In favor 7; opposed 0. Carried

Parks & Recreation Committee
December 1, 2017

In Attendance:
Chair- Amanda Freake
Councilor- Gordon Hancock
Glynn Wiseman
Junior Pinksen

Stadium
- The committee addressed the issue regarding the letter asking to add back the General skate on Friday nights. We will indeed keep monitoring the skates and will speak to Mrs. Giles to see if we may find other solutions.
- Christmas tree in place at the Recreation Complex in the main lobby and Elwood Elementary students will be making decorations again this year.
Recreation Department has contacted local Government inspector to make sure the Recreation Department are update on inspection and ammonia standards in complex. We were advised that we are compliant with all regulations.

Swimming Report
- Registration for The Winter block of lessons will take place Saturday Dec 2nd.
- Evening Aquafit classes have ended. We will offer them again after Christmas as long as we have numbers to support it.
- The pool in conjunction with the Town office is exploring an online system that will enable residents to access registration, payments and purchases through the website.

Other
- Compost site on Evergreen Lane has the blocks in place to define where to drop compost. Upgrades like these will make it easier for residents to drop compost and hopefully soon enable the town to expand what residents may drop at compost site.
- Applications through the Healthy Living Fund for automatic openers for the arena, pool and Bowling Alley has been submitted.
- Canada Day application has been submitted for 2018
- The Recreation Committee feels that Junior and Damon can start the initial stages of creating a master plan for the Deer Lake Municipal Park as well as Schwartz Park.
- Recreation Committee has been working with parents trying to form a new minor baseball program in Deer Lake for 2018.
- Recreation Committee would like to explore the idea of a Community Awards program and partnering with Municipal Officer Park’s concept.
- Recreation Committee has been working with the Ball drop committee supporting those in need in our committee.
- Tim Hortons Deer Lake Winterfest on Dec 13-2017 will have their 2018 schedule finalized to be able to send to print.

It was noted at the meeting that the Youth Advisory Board will headed up by Deputy Mayor Goosney and Councillor Parsons. They will be contacting the schools and reporting back to council with updates.

<table>
<thead>
<tr>
<th>#</th>
<th>From Meeting</th>
<th>Item</th>
<th>Depart</th>
<th>Individual to Complete Task</th>
<th>Task</th>
<th>Date Completed or Follow Up</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1346</td>
<td>Communications</td>
<td>Policy</td>
<td>Maxine</td>
<td>Look into developing a Communication</td>
<td>Going to policy</td>
</tr>
<tr>
<td>#</td>
<td>Date</td>
<td>Description</td>
<td>Department</td>
<td>Contact</td>
<td>Action</td>
<td></td>
</tr>
<tr>
<td>---</td>
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<td></td>
</tr>
<tr>
<td>2</td>
<td>1346</td>
<td>Goose Arm Road</td>
<td>E &amp;H</td>
<td>Damon</td>
<td>Look at rezoning some land at the end of the Goose Arm Road from Agriculture to Residential. Maxine to get Damon more information.</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>1346</td>
<td>Light on Nicholsville Bridge</td>
<td>PW</td>
<td>David</td>
<td>Check the timing on the light. Tried a few different things, going to wait on result and monitor.</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>1346</td>
<td>Update</td>
<td>Admin</td>
<td>Maxine</td>
<td>Plan a day where management can update council on ongoing projects. Lori is checking with motel to see how much a breakfast would be.</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>1348</td>
<td>Parking Sign by Bridge</td>
<td>PW</td>
<td>Dave</td>
<td>Move sign &quot;Do not Block Driveway&quot; back. On Dave’s List.</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>1349</td>
<td>Snow Clearing notice</td>
<td>Admin/PW</td>
<td>Dave/Damon</td>
<td>Get notice out that snow clearing regulation are in effect December 1 and advise residents about staying back from snow clearing equipment. Done.</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>1349</td>
<td>Tree Lighting</td>
<td>Admin</td>
<td>Maxine</td>
<td>Tree lighting on December 12. Advise residents and prepare tree. Done.</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>1349</td>
<td>Donna Giles</td>
<td>Admin</td>
<td>Maxine</td>
<td>Reply with letter. Done.</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>1349</td>
<td>MAA</td>
<td>Admin</td>
<td>Lori</td>
<td>Send in vote for MAA rep. Done.</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>1349</td>
<td>Meeting on Bullying</td>
<td>Admin</td>
<td>Maxine</td>
<td>Set up meeting with school and RCMP for January 8. Waiting for responds from schools.</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>1349</td>
<td>Daffodil Place</td>
<td>Finance</td>
<td>Maxine</td>
<td>Add to next finance meeting. Done.</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>1349</td>
<td>AP</td>
<td>Finance</td>
<td>Lori</td>
<td>Do cheques. Done.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Speed Sign</td>
<td>PW</td>
<td>Maxine/Dave</td>
<td>Look at quotes for other signs</td>
<td>Looking at sign to purchase in the new year</td>
</tr>
<tr>
<td>---</td>
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<td>---------------------------------------------</td>
</tr>
<tr>
<td>13</td>
<td>1349</td>
<td></td>
<td>PW</td>
<td>Maxine/Dave</td>
<td>Look at quotes for other signs</td>
<td>Looking at sign to purchase in the new year</td>
</tr>
<tr>
<td>14</td>
<td>1349</td>
<td>Back up Cameras</td>
<td>PW</td>
<td>Dave</td>
<td>Try one machine to see how it works</td>
<td>Dept of Highway's tries this and removed them, do we still want to try it.</td>
</tr>
</tbody>
</table>

**Adjournment**

2017-1204-10, Adjournment

Councillor Kerry Jones

Resolved that since there is no further business that the meeting adjourns at 8:35 pm with the next regularly scheduled meeting set for December 18, 2017 at 7:30 pm.

In Favor: Mayor Dean Ball
Deputy Mayor Michael Goosney
Councillor Gordon Hancock
Councillor Myra Spence
Councillor David Parsons
Councillor Amanda Freake
Councillor Kerry Jones

In favor 7; opposed 0. Carried

Mayor, Dean Ball

Town Clerk, Lori Humphrey