

Minutes of the regular meeting of council held Monday, January 14, 2019 No. 1371 held in Council Chambers, 34 Reid's Lane, Deer Lake, NL.

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

Absent:

Also in attendance: Town Manager, Maxine Hayden  
Town Clerk, Lori Humphrey  
PW Superintendent, David Thomas  
EDO, Damon Clark

Gallery: Bill Hayden

Regular meeting of council called to order at 8:00 pm by Mayor Ball

2019-0114-01, Minutes No. 1370

Councillor David Parsons /Councillor Amanda Freake

Resolved to accept the minutes of regular meeting of council, No. 1370 Monday, December 18, 2018

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

In favor 7; opposed 0. Carried

2019-0114-02, Minutes Special Meeting December 19, 2018

Councillor David Parsons /Councillor Gordon Hancock

Resolved to accept the minutes of special meeting of council Tuesday, December 19, 2018

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

Councillor Gordon Hancock  
Councillor Kerry Jones

In favor 7; opposed 0. Carried

2019-0114-03, Minutes Special Meeting December 27, 2018

Councillor David Parsons /Councillor Gordon Hancock

Resolved to accept the minutes of special meeting of council Thursday, December 27, 2018

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

In favor 7; opposed 0. Carried

Correspondence

Meeting No. 1371

Date: Monday, January 14, 2018

| No | NAME                              | REGARDING   |  |
|----|-----------------------------------|---|--|
| 1  | SAM                               | Sam Scholarship   | FYI  |
| 2  | MAA                               | Breakfast February 8, 2019                                      | Councillor Spence,<br>Councillor Parsons,<br>Deputy Mayor Goosney,<br>Councillor Jones, Town<br>Clerk, Administration<br>Assistant |
| 3  | Diamond's Finance EPR<br>Software | Advertising   | FYI  |
| 4  | Gudie Hutchings                   | Affordable Housing Sessions                                     | Edo to attend  |
| 5  | GHJC                              | January 26 - Reidville<br>Do will still need a motion for this? | Deputy Mayor Goosney<br>Councillor Hancock to<br>attend. Mayor Ball to be<br>alternate.  |

|   |   |   |  |
|---|---|---|--|
| 6 | ATIPP                                       | Information on training and appointing ATIPP Head | Need Motion – bring back to next meeting |
| 7 | Hope Always- Eating Disorder Awareness Week | Proclamation                                      | See motion below                         |

2019-0114-04, Proclamation

Councillor Myra Spence /Councillor David Parsons

Resolved to accept the minutes of special meeting of council Thursday, December 27, 2018

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

In favor 7; opposed 0. Carried

|             |
|-------------|
| (a) Finance |
|-------------|

2019-0114-05, Finance

Councillor Amanda Freake/Councillor Myra Spence

Resolved that the recommendations for Finance Report for January 10, 2019 excluding #9 be adopted as presented.

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

In favor 7; opposed 0. Carried

Councillor Hancock leave meeting due to conflict of interest.

2019-0114-06, Finance

Councillor Amanda Freake/Councillor Myra Spence

Resolved that the recommendations for Finance Report for January 10, 2019 # 9 be adopted as presented.

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

In favor 6; opposed 0. Carried

Councillor Hancock returns to the meeting.



Finance  
January 10, 2019

Councillor Amanda Freake  
Councillor Myra Spence via phone  
Maxine Hayden

| NO | Description  | Recommendation                  |
|----|--|---------------------------------|
| 01 | FCM membership 2019-2020 - \$2,265.44  | Recommend approval              |
| 02 | Marine 1 <sup>st</sup> 2 <sup>nd</sup> 3 <sup>rd</sup> Claim 7 - \$70,559.17                               | Recommend approval              |
| 03 | SNC Lavlin Fourth Ave. - \$14,556.64   | Recommend approval              |
| 04 | Santec feasibility study - \$10,440.68   | Recommend approval              |
| 05 | Marine 1 <sup>st</sup> 2 <sup>nd</sup> 3 <sup>rd</sup> holdback - \$18,603.14                              | Recommend approval              |
| 06 | 2019 Wayfinder Maps - \$550.00   | Recommend approval              |
| 07 | BMO loan \$360,000 remaining amortization 5yrs. Rates<br>1yr term 3.50%, 2yrs term 3.32%, 3 yrs term 3.40% | Recommend 5 yr term at<br>3.50% |

|    |   |  |
|----|---|--|
|    | 4 yrs term 3.46% 5yr term 3.50%             |  |
| 08 | Accounts Payable - \$151,280.78             | Recommend approval   |
| 09 | B & S trucking Riverbank Road - \$41,230.78 | Recommend approval   |
| 10 | 111 North Main Street taxes                 | MEO will visit site to determine if there is an apartment. Should building get demolished taxes will be adjusted otherwise the tipping fee will remain status quo. |

(b) Environment and Housing

2019-0114-07, Environment and Housing

Councillor Kerry Jones /Councillor David Parsons

Resolved that the recommendations for Environment and Housing Report for January 10, 2019 be adopted as presented.

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

In favor 7; opposed 0. Carried

**Environment & Housing Committee Minutes**  
**Thursday, January 10, 2019, 10:30 am**

| #                               | Name         | Address          | Description       | Action   |
|---------------------------------|--------------|------------------|-------------------|----------|
| <b>General Repairs</b>          |              |                  |                   |          |
| 1.                              | Andy Combdon | 1 McCarthy Place | Replacing windows | Approved |
| <b>Extensions, Decks, Patio</b> |              |                  |                   |          |
|                                 |              |                  |                   |          |

| <b>New Residence</b>           |                          |                             |  |  |
|--------------------------------|--------------------------|-----------------------------|--|--|
|                                |                          |                             |  |  |
| <b>Accessory Building</b>      |                          |                             |  |  |
|                                |                          |                             |  |  |
| <b>Commercial Construction</b> |                          |                             |  |  |
|                                |                          |                             |  |  |
| <b>New Businesses</b>          |                          |                             |  |  |
|                                |                          |                             |  |  |
| 2.                             | Cozy River Cottage       | Air BnB                     | Scott Matchim  | Approved                                 |
|                                |                          |                             |  |  |
| <b>Other</b>                   |                          |                             |  |  |
|                                |                          |                             |  |  |
| 3.                             | Marina                   |                             | CBPP has approved the application                          | Information update                       |
| 4.                             | St. Jude's               |                             | Extension to private property for shed and playground      | Approved                                 |
| 5.                             | St. Jude's               |                             | LSD has granted approval for three Crown Land applications | Approved                                 |
| 6.                             | Coleman's                | Trailer built onto building | Service NL will not act; issue to be addressed by Town     | Town to write company                    |
| 7.                             | Brian Curtis             | Route 430; Crown Land lease | For hay and vegetables                                     | Approved                                 |
| 8.                             | Housing for labour force |                             | Discussion   | EDO to prepare briefing note for council |
| 9.                             | Brian Tulk               | 17 Grace Avenue             | Seeking variance on maximum height of garage               | Approved                                 |
| 10.                            | Open air fires           |                             |  | To be sent to council for input          |

(c) Public Works

2019-0114-08, Public Works

Deputy Mayor Michael Goosney/Councillor Myra Spence

Resolved that the recommendations for Public Works Report for January 10, 2019 be adopted as presented.

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

Councillor Kerry Jones

In favor 7; opposed 0. Carried

Public Works  
January 10, 2019

Deputy Mayor Mike Goosney  
Dave Thomas  
Maxine Hayden  
Council Myra Spence (regrets absent)

| Date | Description  | Recommendation  |
|------|--|---|
| 01   | Water Resources conference<br>Gander hotel, travel meals<br>approximately \$1,025.00 | Recommend approval for Jerry and<br>Steve to attend.  |
| 02   | Sewer plug Fourth Avenue   | FYI the contractor will be handling<br>the cost associated with the sewer<br>plug.                |
| 03   | Shift schedule   | Staff will continue to monitor the<br>weather to determine when the shift<br>will be implemented. |

(d) Economic Development

2019-0114-09, Economic Development

Councillor Kerry Jones / Councillor David Parsons

Resolved that the recommendations for Economic Development Report for December 14, 2018 and January 9, 2019 be adopted as presented.

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

In favor 7; opposed 0. Carried



**Economic Development Committee Minutes**

Meeting of Friday, December 7, 2018, 9:30 am, Deer Lake Town Office

| In Attendance                               | Regrets                            |
|---|------------------------------------|
| Chairperson Gordon Hancock, Town Councillor | Roseann White, Holiday Inn Express |
| Sheila Mercer                               | Cyril Kirby                        |
| Damon Clarke, Economic Development Officer  | Terri Gilbert                      |
| Kerry Jones, Town Councillor                |                                    |
| Maxine Hayden, Town Manager                 |                                    |

**I. Call to Order**

The meeting was called to order at 9:35 am.

**II. Old Business**

**a. Labour Market Study**

The EDO reported that a meeting is planned for Tuesday, January 8 in Deer Lake to discuss labour market issues with business owners. The session will be led by staff members from the Department of Advanced Education and Skills. The purpose of the session is to inform business leaders about the programs available to assist businesses in attracting staff, and to plot a future course in how to deal with the expected labour shortage.

**b. GIS Presentation**

The presentation by Resource Innovations was held on Nov. 29. The presentation went very well and provided councillors and staff with answers to some questions. Council must now determine if it will fund the purchase of the GIS software and training package.

**c. Deer Lake Tourism Development Corporation (DLTDC)**

The DLTDC needs to have its executive committee and signing officers updated. It is expected this will be done early in 2019.

**d. 2019 Budget**



The EDO has made his budget submission and is now waiting to hear which aspects of the budget submission will be funded.

**III. New Business**

None

**IV. Other Land Issues**

**a. Industrial Park**

Planning is now underway for industrial park work in 2019. In the spring, the priority will be to continue re-distributing soil and have power poles placed along the roadsides, in advance of expected land sales in 2019.

**V. Other Issues for Discussion**

**a. Boundary Expansion**

Two public meetings are scheduled for Dec. 11 to discuss the Town's hope to expand its boundary. One meeting is set for the afternoon while the other will be held in the evening. The meetings will be hosted by Stantec Consulting, which is conducting a feasibility study of the Town's intentions to expand its boundary.

**VI. Next Meeting**

The next meeting is tentatively scheduled for Wednesday, January 9, 2019, at 10 am.

**VII. Adjournment**

The meeting was adjourned at 10:35 am.



**Economic Development Committee Minutes**

Meeting of Wednesday, January 9, 2018, 3 pm, Deer Lake Town Office

| In Attendance                               | Regrets                            |
|---|------------------------------------|
| Chairperson Gordon Hancock, Town Councillor | Roseann White, Holiday Inn Express |
| Sheila Mercer                               | Maxine Hayden, Town Manager        |
| Damon Clarke, Economic Development Officer  | Terri Gilbert                      |
| Cyril Kirby                                 | Kerry Jones, Town Councillor       |
|   |                                    |

## **I. Call to Order**

The meeting was called to order at 3:05 pm.

## **II. Old Business**

### **a. Labour Market Study**

The meeting to discuss labour market issues with business owners was held on Jan. 8. Some 20 people representing various businesses attended the meeting. There were break-out sessions which resulted in some good suggestions for dealing with the issue. The meeting was hosted by staff from the Department of Advanced Education and Skills. Those staff persons will collate the suggestions and send them back to the participants. Some suggestions included holding a job fair in the spring and creating a job board on the Town of Deer Lake website.

### **b. 2019 Budget**

Chairperson Gordon Hancock brought the committee up to date on items that were approved for the 2019 budget. The Economic Development budget will include funds for a music program next summer aimed at tourists; funds to continue development at the Veteran's Memorial Industrial Park; funds to continue with work on the walking trail, and funds for beach enhancements, including the construction of a change house.

### **c. Updates on Marina, Joe Butt's Land, RV Park**

The final sign-off on the marina land has been completed and now the Town is required to complete an Environmental Impact Assessment; a similar assessment will be required at Joe Butt's Land; and, there is funding in the budget to upgrade the Deer Lake RV Park.

## **III. New Business**

### **a. Funding Updates:**

The Town received a verbal commitment that ACOA will fund \$150,000 of the Town's tourism master plan. The Department of Tourism has already agreed to provide some \$75,000.

## **IV. Other Land Issues**

### **a. Industrial Park**

Planning is now underway for industrial park work in 2019. In the spring, the priority will be to continue re-distributing soil and have power poles placed along the roadsides, in advance of expected land sales in 2019.

## **V. Other Issues for Discussion**

### **a. Boundary Expansion**

The Town of Deer Lake is now awaiting the submission of the feasibility study by Stantec. It is expected the consultant will recommend that the Town be allowed to expand its boundary westwards to what is now the Town's planning boundary.

## **VI. Next Meeting**

The next meeting is tentatively scheduled for Friday, January 25, 2019, at 10 am.

## **VII. Adjournment**

The meeting was adjourned at 4

|                        |
|------------------------|
| (d) Public Work Report |
|------------------------|

Report From: Public Works Superintendent David Thomas  
Prepared For: Council & Management Team  
Date Prepared: January 11, 2019  
Timeframe: December 7, 2018- January 11, 2019

### Road:

- Patching High Street, Humberview Drive
- Ditching on St. Georges Lane
- Installed stop signs on Edward Street

### Water:

- Clean filters
- Daily inspection of Chlorination and Filtration Plants
- Repaired broken waterlines on Nicholsville Road, Lakeside Drive, Wight's Road, Spruce Street, Fifth Avenue, Meadow Lane, Trailer Court

### Sewer:

- Checked all lift stations and various man holes in town for Friday maintenance checks
- Repaired lift station pumps at Main Lift station
- Sewer hookup for Orange Store

### Snow:

- Clearing snow
- Cleared snow on sidewalks
- Cleared Hydrants
- Widening Roads

### Building Maintenance:

- Electrical work at Rec centre, Office

## Adjournment

2019-0114-10 Adjournment

Councillor Amanda Freake

Resolved that since there is no further business that the meeting adjourns at 8:50 pm with the next regularly scheduled meeting set for January 28, 2019 at 8 pm.

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

In favor 7; opposed 0. Carried



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Mayor Dean Ball



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Town Clerk, Lori Humphrey