

Minutes of the regular meeting of council held Monday, July 14, 2020 No. 1401 held by at 34 Reid's Lane, Deer Lake, NL.

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

Absent:

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

Gallery: Bill Hayden, Wayne Anderson

Regular meeting of council called to order at 7:35 pm by Mayor Dean Ball

2020-0714-01, Minutes No. 1400

Councillor David Parsons /Councillor Gordon Hancock

Resolved to accept the minutes of regular meeting of council, No. 1400 Monday, June 23, 2020.

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

In favor 7; opposed 0. Carried

Business Arising

Stop sign review – Dave and Keith have been checking out the stops signs that may need to have trees trimmed around them. Some have been done this year and some were done last year.

Speed Sign on Highway – contract Department of Highways requesting digital speed sign.

Garbage Bin Policy – revisit the Garbage Bin Policy to see where is ended.

Dock on River – Check with Government Departments if was have any liability for dock on the river. Would like answer in writing.

Business Arising

Evan Dicks – won nationally with poem. Write a letter of congratulation and post on social media.

Roaming Dog Policy – send a refresher out on social media regarding our animal control regulations. Have Municipal Enforcement Officer do evening and morning patrols.

Commerce Street – Brief update on plans to improve Commerce Street. Light poles are ordered. May need to culvert before anything else can be done. Meeting with planner on Thursday.

Middle Road Driveway – no conclusion to this problem. Get history of property to make an informed decision. Deputy Mayor made a notice of Motion for the item for next meeting.

(a) Environment and Housing

2020-0714-02, Environment and Housing

Councillor Kerry Jones / Councillor David Parsons

Resolved that the recommendations for Environment and Housing Report for June 26, 2020 be adopted as presented.

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

In favor 7; opposed 0. Carried

**Environment & Housing Committee Minutes
Friday, June 26th, 2020 at 9am
Town Office**

In Attendance: Kerry Jones Mark Lamswood Keith Park Maxine
Hayden

Regrets:

Dave Parsons

Dave Thomas

Meeting started at 9:00 am

2020 Building Permits to Date:

Following is a breakdown of the number of permits issued (in brackets) and construction values so far in 2020, up to and including June 26th, 2020:

- General repairs (53): \$ 224,300
 - Accessory buildings (14): \$ 161,000
 - Commercial Construction (4): \$ 10,000
 - Decks, Extensions, Patios (42): \$ 210,550
 - New Dwellings (3): \$ 650,000
- Total \$ 1,255,850**

New Business (6)

#	Name	Address	Description	Action
General Repairs				
1	Bradley & Joanne Young	19A Main Dam Rd	Replace door and general maintenance	Approved
2	Nolan & Joanne McKay	2 Bennett's Ave	Repair to deck and fence	Approved
3	Douglas Bridger	22 Wight's Rd	Repair to fence and shingles	Approved
4	Wade & Wavey Belbin	10 Elizabeth Ave	Shingles	Approved
5	Kenneth & Robyn Courtney	14 Squires Rd	Fencing	Approved
6	Savannah Curnew	36 Garden Rd	New Footing	Approved
Extensions, Decks, Patio				
7	Peter & Beverly Hardy	23 Main Dam Rd	Excavation, Deck and Shed	Approved
8	Hubert & Brenda Spencer	22 Trailer Court Rd	8x10' Porch to Main Entrance	Approved
9	Benjamin & Robert White	126 High St	Deck, replace chimney and paint home	Approved
New Residence				
Accessory Building				
10	Bradley & Joanne Young	19A Main Dam Rd	Garage - 20x16x11'	Approved

Commercial Construction				
11	Rough Waters Brewing Company	2-83 Wight's Rd	Request to erect a sign and outdoor seasonal patio	Patio space Approved; Signage request approved pending feedback from TW and NL Power
Operate A Business				
Other				
12	Nolan & Joanne McKay	3 Bennett's Ave	Renewal #2257 Garage	For info only
13	Roxanne Wellman	10 Boulos Pl	Renewal #2420 Replace Bridge	For info only
14	Ashley Mitchelmore	Felix Dr, St. Jude's	Septic System letter to Carlson Way	For info only

Meeting Adjourned 9:35am

Councillor Parsons leaves the room due to conflict of interest on items 2 and 6

2020-0714-03, Environment and Housing

Councillor Kerry Jones / Deputy Mayor Michael Goosney

Resolved that the recommendations for Environment and Housing Report for July 2, 2020 for items 2 and 6 only be adopted as presented.

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

In favor 6; opposed 0. Carried

Councillor Parsons returns to the room. Councillor Spence leaves the room due to conflict of interest on items 7.

2020-0714-04, Environment and Housing

Councillor Kerry Jones / Councillor David Parsons

Resolved that the recommendations for Environment and Housing Report for July 2, 2020 for item 7 only be adopted as presented.

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

In favor 6; opposed 0. Carried

Councillor Spence returns to the room

2020-0714-05, Environment and Housing

Councillor Kerry Jones / Councillor David Parsons

Resolved that the recommendations for Environment and Housing Report for July 2, 2020 excluding 2, 6 and 7 be adopted as presented.

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

In favor 7; opposed 0. Carried

**Environment & Housing Committee Minutes
Thursday, July 2nd, 2020 at 9am
Town Office**

In Attendance: Kerry Jones Mark Lamswood Maxine Hayden

Regrets: Dave Parsons Dave Thomas Keith Park

2020 Building Permits to Date:

Following is a breakdown of the number of permits issued (in brackets) and construction values so far in 2020, up to and including July 2nd, 2020:

- General repairs (56): \$ 225,800
 - Accessory buildings (16): \$ 171,000
 - Commercial Construction (5): \$ 15,500
 - Decks, Extensions, Patios (44): \$ 213,550
 - New Dwellings (3): \$ 650,000
- Total \$ 1,275,850**

New Business (6)

#	Name	Address	Description	Action
General Repairs				
1	Kimberly Smith & Madonna Hooper	11 Nicholasville Rd	Siding, Window, Door	Approved
2	David & Brenda Parsons	107-111 Goose Arm Rd	Pool	Approved
3	Corina Hiscock	84 Wight's Rd	Replace bridge & door (Unit 1)	Approved
Extensions, Decks, Patio				
4	Steven Blanchard	18 Church St	Garage to existing building	Approved
5	Ivan & Valerie Gillingham	27 Lush's Ln	Replacing Patio	Approved
6	David Parsons	107 Goose Arm Rd	Ext on Garage	Approved
7	Kenneth Spence & Kayla Serrick	43 Fifth Ave	New deck on side and back	Approved
8	Barry & Cathy Brown	15 Goose Arm Rd	Deck	Approved
New Residence				
9	Jordan Moss	2A Bailey's Ave	New Residence - two variances required in front (27') and back (28')	Approved w advertising process
Accessory Building				
10	Ryan Moss	4 Bailey's Ave	Garage	Approved
11	William & Constance Powell	22 Riverview Pl	Shed	Approved

Meeting adjourned 9:35am

(b) Finance

2020-0714-06, Finance

Councillor Amanda Freake / Councillor Myra Spence

Resolved that the recommendations for Finance Report for items 1, 2 and 3 only for July 9, 2020 be adopted as presented.

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

In favor 7; opposed 0. Carried

Councillor Hancock leaves the room due to conflict of interest.

2020-0714-07, Finance

Councillor Amanda Freake / Councillor Myra Spence

Resolved that the recommendations for Finance Report for item 4 only for July 9, 2020 be adopted as presented.

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

In favor 6; opposed 0. Carried

Councillor Hancock returns to the meeting. Mayor Ball leaves the room due to conflict of interest. Deputy Mayor takes the chair.

2020-0714-08, Finance

Councillor Amanda Freake / Councillor Myra Spence

Resolved that the recommendations for Finance Report for item 5 only for July 9, 2020 be adopted as presented.

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

In favor 6; opposed 0. Carried

Mayor Ball returns to the meeting and chair.



Finance
July 09, 2020

Councillor Amanda Freake
Councillor Myra Spence
Maxine Hayden

NO	Description	Recommendation
1	Exemption Account 111469 income exceeds exemption amount by \$511.00	Not approved exceed exemption amount.
2	Rodney's Contracting beach clean up \$11,195.00	Recommend approval
3	Accounts Payable 57,199.25	Recommend approval
4	Accounts Payable B & S trucking \$1,299.50	Recommend approval
5	Accounts Payable Deer Lake Home Hardware \$20,284.16	Recommend approval

(c) Tax Recovery Plan

2020-0714-09, Tax Recovery Plan

Councillor Amanda Freake / Councillor Myra Spence

Resolved that the Tax Recovery Plan be adopted as presented.

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

In favor 7; opposed 0. Carried

MUNICIPALITY OF DEER LAKE

Tax Recovery Plan Dated December 31, 2019

Tax Recovery Actions and Plans for the Municipal Fiscal Year 2020

Date Created: June 30, 2020

Date Amended: . 20

A. Status of the Objectives of the Tax Recovery Plan Dated December 31, 2019:

The Town was able to recover 90.54% of the outstanding and current taxes receivable for the municipality fiscal year that ended 2019. The stated objective for the Tax Recovery Plan dated December 31, 2017 (the municipal fiscal year 2018) was 90%.

Summary of reasons for **meeting / not meeting** the 2017 objective include:

We need an overview what worked:

1. The Actions that worked included:
 - A. More flexible payment options
2. The actions that we need to look at changing include:
 - A. Water Shut offs need to be done sooner

B. The Objectives of the Tax Recovery Plan Dated December 31, 2019

The Town’s objective is to recover 90% of the outstanding tax receivable by December 31, 2020.

In order to ensure the availability of sufficient municipal services, it is important that residents and businesses make their payments to Council by June 30, 2020, or otherwise be placed on the Town’s arrears listing and held subject to the Town’s arrears recovery actions as presented in this report.

Under the Government of Newfoundland and Labrador’s Community Sustainability Partnership (CSP), the Town must implement and maintain a Tax Recovery Plan and Tax Receivable Summary by establishing objectives, timelines and procedures to recover unpaid taxes from the current and previous years.

The Town is subject to these accountability measures in order to receive future Municipal Operating Grant (MOG) funding and a share of Provincial Gas Tax Revenue Sharing funding.

The Town must also present municipal audited annual financial statements in compliance with Public Sector Accounting Board (PSAB) standards and an approved annual budget to receive municipal operating grants.

Moreover, the Town will take all reasonable actions towards the recovery of taxes in arrears while ensuring the tax recovery process being followed is fair and reasonable to the tax payer and the Town, and within the authority provided under the *Municipalities Act, 1999*.

Tax Year Planning Schedule

- Tax Notices are mailed out By the end of January 2020;
 - Taxes are due on March 31, 2020
 - Taxes are considered unpaid after March 31, 2020
-

- Taxes are considered in arrears after March 31; and
- Tax Recovery Plan begins April 1, 2020.

(d) Public Works

2020-0714-10, Public Works

Deputy Mayor Michael Goosney / Councillor Myra Spence

Resolved that the recommendations for Public Works Report for July 9, 2020 excluding #9 be adopted as presented.

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

In favor 7; opposed 0. Carried

Note: Councillor Spence left meeting when #9 was discussed but there was not motion needed for the item. She returned when the discussion was over.

Public Works
 July 09, 2020

Deputy Mayor Goosney
 Councillor Myra Spence
 Councillor Dave Parsons
 Maxine Hayden
 Dave Thomas

Date	Description	Recommendation
01	Goose Arm Road Scott Drive to end of street needs repairs	To repair and fix up section of Road, put on capital list for 2021 for upgrades to sewer lines.
02	Ditch drainage Caines Fifth and Owens	Defer look at area when we have a heavy rain fall.
03	Dynamic -Marine request to use 19mm service pipe vs 25 mm on the water pipe and to use saddles instead of tapped tees for connection to the main	Recommend to agree with recommendation of Dynamic municipex service pipe remain as specified. Saddles could be used in place of tapped tees. Go back to engineers to see why they wanted to us 25mm.

04	Dynamic-Marine request to use HDPE storm piping rather than CSP Pipe no difference in pricing.	Recommend approval to use HDPE storm piping.
05	WORK LIST	Public works continuing with sweeping of streets, installing culvert on Whites Road, trenching on Main street for electrical wires, culverts on Fifth Avenue , cleaning of storm sewer,
06	ATV Route signage (barricade by Flex fitness sign)	Public works to look at area in regards to barricades and ATV routes.
07	Pothole corner Tulk's and Fifth	Recommend fix pothole on Tulk's and Fifth
08	Piping	Recommend the next time sales representation in area from Atlantic industries to do a presentation on new products.
09	Septic tank Whites Road	When installing culvert on Whites Road truck tires went thru septic, recommend replacement of tank by certified person.
10	Overview sidewalks	See overview

(d) Park and Recreation

2020-0714-10, Parks and Recreation

Councillor Gordon Hancock/ Deputy Mayor Michael Goosney

Resolved that the recommendations for Parks and Recreation Report for July 2, 2020 be adopted as presented.

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

In favor 7; opposed 0. Carried

Parks & Recreation Committee

10:00 AM July 2, 2020

In Attendance:

Operations Supervisor - Glynn Wiseman
Councillor - Gordon Hancock
Councillor - Amanda Freake
Deputy Mayor - Mike Goosney

Town Manager – Maxine Hayden

Commerce Street Update

- Sean Dolter from The Greenhouse is doing the landscape design for Commerce Street. He has been up to look at the site to better understand the job. He advised it would be middle of next week before we would get the design as he is working on 2 others right now and ours is after that. He knows that we are in a hurry and we would like to get started but he still isn't able to get it to us any sooner than then.

Lamp Post

- 5 lamp posts have been ordered from Mcloughlans supplies to go in to the Commerce Street upgrade.

Main Street Tree Lights

- Installation of the wiring for the lights on Main Street will begin on Tuesday. Public works will begin digging the trench along the rail bed Tuesday morning

Mobi Mats

- Mobi Mats are on the way from the US. After they cross the border they will be transferred to Day and Ross and we will get an accurate date as to the arrival.

Joe Butts Washrooms

- The washrooms are ready to be opened as soon as Service NL gives the approval. They should be in to do the inspection early next week.

Boat Launch

- Recreation is angling one section of the boat launch near the ramp so that it is easier for boater to load and unload their boats.
- A sign is being erected to advise boaters to load or unload their boats and move their vehicles ASAP because there have been complaints that some boaters are spending too much time lingering on the ramp while others are waiting. The MEO will also be asked to make more patrols over in the area as well.

Temporary Employee

- Lucas Hoyles will be filling a vacancy left by Collette Carrol in the Parks and Rec Department. Collette will be running the Summer Sports Program Beginning July 13. Lucas will be working Wednesday – Sunday and during his time with us he will make sure the Playgrounds are cleaned twice a day and the washrooms at Joe Butts are cleaned twice a day. He will also work with the regular parks staff on regular maintenance.
- The temporary employee Job posting has been advertised and will be closing July 6

Summer Students

- Summer Students have been hired. Community Improvements students will begin orientation Monday July 6 and Summer Sports on Wednesday July 8. The Summer Sports
-

program will have less enrolment this year because of physical distancing regulations. Registration will take place online Tuesday July 7.

Swimming Pool Update

- The swimming pool has been inspected by the department of health and we are now able to reopen following all of the new guidelines. We have a schedule in place and we will reopen July 6.

Storage area in back of the Fire Hall

- Recreation will be moving all of the equipment from the old fire hall to allow for the construction of the new community center. There will have to be a second level built in the storage building to store some of the equipment we have.

Complaint regarding dogs of leash on the walking trail

- The MEO will post information regarding our regulation about dogs being off leash and the consequences. Recreation staff will also advise the MEO if they see this happening so that he can take action.

New Concrete Benches

- New benches are being placed at locations around Town replacing some of the older wooden benches in need of replacement. Attached is a list of wooden benches.

Log Trailer

- Recreation recommends reallocation of funds from bike racks and Strawberry Festival for the purchase of a log trailer with a dump box and a chip thrower for the recreation staff to work on our trail system.

Deer Lake Municipal Park

- Maxine Hayden and Glynn Wiseman had a conversation with Jonathan Stirling surrounding the issue of swimmers wanting to use the beach at the mouth of the Humber, and the dangers it causes. Also, discussions were had about the buffer between the park and nearby residents. Johnathan would like to sit with full council soon with a design of what he has envisioned for the park area and to discuss the concerns he has for the safety of the swimmers.

(e) Economic Development

2020-0714-11, Economic Development

Councillor Myra Spence / Deputy Councillor Gordon Hancock

Resolved that the recommendations for Economic Development Report for June 30, 2020 be adopted as presented.

In Favor: Mayor Dean Ball
Deputy Mayor Michael Goosney

Councillor Amanda Freake
 Councillor Gordon Hancock
 Councillor Kerry Jones
 Councillor Myra Spence
 Councillor David Parsons

In favor 7; opposed 0. Carried

Economic Development Committee Minutes
Tuesday, June 30th, 2020, 3:00pm

In attendance: Myra Spence, Councillor (Chair) Gordon Hancock, Councillor
 Mark Lamswood, EDO/TPlanner Maxine Hayden, Town Manager
 Roseann Brake Ian Walker, Climate Change Coord
 Sheila Mercer Christa Jones, Admin Assistant

Regrets: Cyril Kirby Ray Wellon
 Terri Gilbert

#	Item/Description	Discussion/Notes
1	Welcome; Additions to Agenda	Welcome; Additions – 1. Insurance and Signing Authorities for DLTDC added to agenda; 2. TD Days Tree Planting Project for Fall 2020
2	Impacts of COVID	Kept this group from meeting for a period; staff working from home for a while; HR impacts on municipal rec department and protocols for trail workers; return to work and new normal protocols were discussed
3	New Development Regulations and Municipal Plan	Effective May 22 nd , 2020 – acknowledgment of new regulations and town plan in place for next 10 year period; new framework to follow; posted on website
4	DL Trail System	Updated map on DL Trails’ multi-users; current and future trail development for everyone’s reference; this year’s focus on trail development include – 1. Finishing touches on airport to Viking Trail entrance loop, 2. Behind Irving area, connect to Visitor Info Centre, temporary drainage close to Trailer Court Rd area, continue work behind Commerce; Next year will include – Airport look-off and connecting to airport parking w partners; Spillway area, connections through Schwartz’ Park part of RFP to re-conceptualize the Schwartz’ Park area; exploring possibly lighting up a small loop (funding possibilities); also looking to purchase equipment to spread wood chips/other material such as small crushed stone in multi-user sections – looking to purchase one piece of equipment specifically for this purpose
5	ATV Route for Town of DL	Designated routes for residents and non-residents to ride safely

		through municipality and access the backcountry as well as a high percentage of the DL business community for their products & services; extensive multi-partner engagement and staff/council time on developing regulations; council approval June 11, 2020, provincial approval now being sought (gazetted) after legal review; signage among next steps and communications plan
6	Schwartz' Park/Joe Butt's Land/Municipal RV Park & Campground	There is an RFP out now for re-conceptualizing Schwartz' Park greenspace, with adjacency to Joe Butt's Land and connectivity to entire DL Trails system in the scope of work to include stakeholder engagement, cost estimates and visual tools to determine next step for implementation in these spaces; also mentioned that the term for concessions at Joe Butt's Lookout/Beach is up for renewal period
7	DL Live Related Items	The DL Live series went well in 2019; looking to build on this in 2020 but COVID19 has put implementation on hold for events until vaccine/alert levels back to "normal" for gatherings; this group will re-visit Main Street invitation for Spring of 2021
8	Cycle Solutions (Gravel) Cycling Route	Cycle Solutions' Angel McCarthy to meet with Mark Lamswood and Rough Waters Brewing Co as partners to explore a possible gravel cycling route beginning and ending in DL
9	OPEN Deer Lake Facebook Page	In the absence of a DL Chamber of Commerce mechanism, suggestion is to work with reps from the greater DL business community to create an online medium to engage with one another/network, create awareness around B2B networking opportunities around town, info on operating hours, curbside pickups, product/service details, guest speakers/sharing program info, and related B2B activities and content; town has earmarked some funds to this business community-led group and EDO is involved as a stakeholder/admin to help in its start up; Penstock Design Ltd has been engaged to begin some initial work
10	Regional Tourism Plan	Meeting held initially in February with nearly 70 attendees at Holiday Inn Express; a mid-March meeting was scheduled (in partnership with TCII and WDMO) at Deer Lake Motel but has been postponed until safe to meet again re: COVID Alert Levels, etc. New Date TBD
11	Heritage Foundation of NL	Engagement sessions held in early March 4-5 th at Staff House; well attended – report now available with key recommendations around GIS/Inventorying, Main Street, Designation for Main Dam, Main Dam House/Canal and Power House; Centenary Celebrations from 2023-2025
12	GIS Update	Tract Consulting has been working w town to develop a foundational layer of information from which to continue to build on in the years to come
13	Safe Boat Launch/Winter Sliding Area	EDO provided an update on the project formerly referred to as "the Marina"; based on feedback from provincial government, the town withdrew its original submission and re-submitted a revised plan for a more modest "Safe Boat Launch" project that received written

		approval a few days later – prior to Christmas break; this project has now been released from the EA process and is also nearing Crown Lands approval; communication with representation with St. Jude's has also occurred; also related to this space is the idea of using it in the winter season annually as a safe space for sliding activities; surveys and further feedback from Crown Lands also
	Addition 1 - Insurance and Signing Authorities	Christa and Mark to look into the insurance coverage for the incorporated group
	Addition 2 – TD Days	Possible Fall 2020 Project alongside Power House Field in partnership with the national program; to be confirmed soon due to COVID uncertainties
10	Meeting Adjourned	17:00:00

2020-0714-13 Adjournment

Deputy Mayor Michael Goosney

Resolved that since there is no further business that the meeting adjourns at 9:35 pm with the next regularly scheduled meeting set for Monday, August 10, 2020 at 7:30 pm.

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

In favor 7; opposed 0. Carried



Mayor Dean Ball



Town Clerk, Lori Humphrey