

Minutes of the regular meeting of council held Monday, June 19th, 2023 No. 1454 held in the Council Chambers at 34 Reid's Lane, Deer Lake, NL.

In attendance: Mayor Michael Goosney
Deputy Mayor Melanie Young
Councillor Brett Langdon
Councillor Kerry Jones
Councillor Darren Fitzgerald
Councillor Gordon Hancock

Absent: Councillor Amanda Freake

Also in attendance: Town Manager, Jason Young
Town Clerk, Lori Humphrey
Public Works Superintendent, David Thomas
Director of Operations & Communications, Jason Young

Regular meeting of council called to order at 7:38pm by Mayor Michael Goosney.

2023-0619-01, Minutes No. 1454

Councillor Gordon Hancock/ Deputy Mayor Melanie Young
Resolved to accept the minutes of regular meeting of council, 1454 Monday, May 15th, 2023.

In Favor: Mayor Michael Goosney
Deputy Mayor Melanie Young
Councillor Brett Langdon
Councillor Kerry Jones
Councillor Darren Fitzgerald
Councillor Gordon Hancock

In favor 6; opposed 0. Carried

2023-0619-02, Special Meeting May 15th

Councillor Gordon Hancock/ Councillor Darren Fitzgerald
Resolved to accept the minutes of special meeting of council Monday, May 15th, 2023.

In Favor: Mayor Michael Goosney
Deputy Mayor Melanie Young
Councillor Brett Langdon
Councillor Kerry Jones
Councillor Darren Fitzgerald
Councillor Gordon Hancock

In favor 6; opposed 0. Carried

Correspondence

Meeting No. 1455

Date: Monday, June 15th, 2023

No	NAME	REGARDING	ACTION
1	Municipal Assessment Agency	Clar Simmons Scholarship	FYI
2	Municipal Assessment Agency	Board Meeting May 17	FYI
3	Municipal Assessment Agency	Update June 14	FYI
4	Gov NL	Spruce Budworm Strategy	FYI
5	Gov NL	Accessibility Plan	FYI
6	Gov NL	Crown Land Referral – Snowmobile Federation	Requires a response by June 30 th
7	NL Health Services	New social media channels, introductory website	FYI
8	Nature Conservancy of Canada	Nature Conservancy of Canada, Stewardship Association of Municipalities (SAM) and Gov. of NL have partnered	The Town of Deer Lake would like some more information on the location of the property.
9	Deer Lake Airport	Municipal Enforcement Request	FYI

(a) Finance

2023-0619-03, Finance

Councillor Kerry Jones/ Councillor Darren Fitzgerald

Resolved that the recommendations for Finance Report for June 15th, 2023 excluding #7 be adopted as presented.

In Favor:

Mayor Michael Goosney
Deputy Mayor Melanie Young
Councillor Brett Langdon
Councillor Kerry Jones
Councillor Darren Fitzgerald

Councillor Gordon Hancock

In favor 6; opposed 0. Carried

Mayor Goosney steps out of the meeting due to conflict of interest. Deputy Mayor Young takes the chair.

2023-0619-04, Finance

Councillor Kerry Jones/ Councillor Gordon Hancock

Resolved that the recommendations for Finance Report for June 15th, 2023 excluding #7 be adopted as presented.

In Favor: Mayor Michael Goosney
Deputy Mayor Melanie Young
Councillor Brett Langdon
Councillor Kerry Jones
Councillor Darren Fitzgerald
Councillor Gordon Hancock

In favor 6; opposed 0. Carried

Mayor Goosney returns to the meeting and resumes the chair.

Finance Committee Meeting
June 15, 2023

Meeting Minutes

In Attendance:
Councillor Kerry Jones
Councillor Darren Fitzgerald
Town Manager Jason Young

No	Description	Notes
1	Student for Website Development MNL Program with CNA	Recommend Approval
2	Annex Progress Claim \$260,349.47	Recommend Approval
3	Telephone Contract Telephones are \$33.20 per line 35 lines = \$1,162 Internet, 2 accounts, \$214.90	Recommend Approval of 3-year contract for internet and 5-year contract for landline telephone
4	Golf Course Sponsorship \$1,000 gold sponsorship	Recommend Approval

6	Biomax Invoice \$6084.68 for 2 nd quarter 2023 services provided	Recommend Approval
7	Aguathuna Drafting and Consulting Main Dam Road Upgrades \$4,589.03	Recommend Approval
9	Water Filter UV Filter inclusion options for Water Filter. \$429,720.96	Recommend Approval to accept the project with the UV Filter option included
10	Public Works Vehicles Bodywork Repairs F150 & F250 Quotes were obtained Lowest bid \$ 7,590.00	Recommend Approval
11	QnH Invoice - \$53,398.80	Recommend Approval
11	CBCL Invoice - \$1,232.8	Recommend Approval

(b) Accounts Payable

2023-0619-05, Accounts Payable

Councillor Kerry Jones/Councillor Darren Fitzgerald

Resolved that the recommendations for Accounts Payable Report for June 15th, 2023 be adopted as presented excluding item #8, #68 and #72.

In Favor:

Mayor Michael Goosney
Deputy Mayor Melanie Young
Councillor Brett Langdon
Councillor Kerry Jones
Councillor Darren Fitzgerald
Councillor Gordon Hancock

In favor 6; opposed 0. Carried

Councillor Hancock leaves meeting due to conflict of interest.

2023-0619-06, Accounts Payable

Councillor Kerry Jones/Councillor Darren Fitzgerald

Resolved that the recommendations for Accounts Payable Report for June 15th, 2023 # 8 only be adopted as presented.

In Favor: Mayor Michael Goosney
Deputy Mayor Melanie Young
Councillor Brett Langdon
Councillor Kerry Jones
Councillor Darren Fitzgerald

In favor 5; opposed 0. Carried

Councillor Hancock returns to the meeting. Councillor Fitzgerald leaves the meeting due to conflict of interest.

2023-0619-07, Accounts Payable

Councillor Kerry Jones / Councillor Gordon Hancock

Resolved that the recommendations for Accounts Payable Report for June 15th, 2023 #72 only be adopted as presented.

In Favor: Mayor Michael Goosney
Deputy Mayor Melanie Young
Councillor Brett Langdon
Councillor Gordon Hancock
Councillor Kerry Jones

In favor 5; opposed 0. Carried

Councillor Fitzgerald returns to the meeting. Councillor Jones leaves the meeting due to conflict of interest.

2023-0619-08, Accounts Payable

Councillor Darren Fitzgerald / Deputy Mayor Melanie Young

Resolved that the recommendations for Accounts Payable Report for June 15th, 2023 #60 only be adopted as presented.

In Favor: Mayor Michael Goosney
Deputy Mayor Melanie Young
Councillor Brett Langdon
Councillor Gordon Hancock
Councillor Darren Fitzgerald

In favor 5; opposed 0. Carried

Councillor Jones Returns to the meeting.

Town of Deer Lake
Regular Accounts Payable Report

Date: June 15th, 2023

No.	Name of Supplier	Amount Owing	Notes
1	A & C Enterprise	\$286.28	Monthly mats
2	Air Liquide	\$371.36	Cylinder rental & CO2.
3	Aquam Specialiste	\$58.65	Swimming supplies.
4	Atlantic Industries	\$146.05	Guard Rail.
5	Atlantic Purifications	\$110.31	Acti-clean gel.
6	Adam's Electrical	\$343.84	Lift rental.
7	Auto Value	\$186.08	Front disc & oil.
8	B & S Trucking	\$2,139.00	Hodder & depot dumpster rental.
9	Biomaxx	\$6,084.68	2nd Quarter of sampling.
10	BR Safety Training	\$805.00	Safety training.
11	Brenntag Canada	\$5,971.97	Chlorine.
12	Browning Harvey	\$338.39	Drinking for vending machine.
13	Byron's Shoe & Tarp	\$1,408.59	Respirator, gloves, washers, safety glasses.
14	Cangro Services	\$448.50	Repair hinge and adjust gate at depot.
15	Cansel	\$28.75	Data plan.
16	CBCL Limited	\$1,232.80	Water filter replacement project
17	Central Landscaping	\$4,600.00	Maintenance for commerce street.
18	Cimco Refrigeration	\$159.97	Services.
19	Coleman's	\$1,049.75	Admin, bowling & stadium supplies.
20	Colonial Auto Parts	\$48.28	Rad neck & cap unit 47.
21	Crane Supply	\$642.36	plumbing supplies, rebuild kit for valve.

22	Canoe	\$656.25	Office supplies.
23	Dan Spence Refrigeration	\$556.28	Capacitors for lift station.
24	Day & Ross	\$1,815.11	various shipping locations
25	Deer Lake Foodland	\$24.97	Admin supplies.
26	Deer Lake Home Hardware	\$9,627.25	Spray paint, plumbing fittings, trailer etc.
27	Dulux Paint	\$3,393.13	Road paint.
28	Deer Lake Truck & Tire	\$363.00	Tire repair & 2 tires.
29	Dennis C. Waterman	\$241.88	Appeal hearings.
30	Driveline Plus	\$150.00	Repair driveshaft unit 42.
31	Gander and Area Chamber	\$1,000.00	Sponsorship.
32	Gillett's Holding	\$358.17	Engravings, glass plaque.
33	Graybar	\$2,839.03	Timer, meter base breaker combo.
34	Greater Corner Brook	\$431.25	Membership.
35	Guillevin International	\$1,542.16	Heater, extension cord ends.
36	Humber Ready Mix	\$926.90	30 mpa ready mix.
37	J.N Automotive	\$403.71	Tail light, rust check, oil filters, tube cutter etc.
38	Jonathan Compagnon	\$1,400.00	Park benches.
39	K.C. Reid Enterprise	\$1,197.35	Tissue, paper towels, urinal blocks, gloves
40	Mcloughlan Supplies	\$119.60	Light bulb, tamper seals.
41	N.C.L Contractors	\$2,688.43	Lime, Class A stone.
42	Narl Marketing	\$600.47	Furnace oil.
43	Paint Shop	\$781.04	Service paint sprayer, paint, hose etc.
44	Peterbilt	\$56.35	Gasket unit 60.
45	PMA	\$569.25	PMA Convention.
46	Premium Enterprises	\$43.31	Propane & car wash.

47	Prime Creative	\$172.50	Monthly plug ins.
48	PSD Citywide	\$426.94	Municipal grant services.
49	Q.N.H Excavating	\$1,058.00	Topsoil.
50	Rideout's Farms	\$874.00	Wellness event.
51	Rigid Trucking	\$458.79	Screw driver, tubing cutter, drill bits, markers
52	Rudy's Courier	\$40.00	Various locations.
53	Safety Source Fire	\$2,663.49	Mask (Fire Dept).
54	Saltwire Network	\$342.70	Publication.
55	Saunders Equipment	\$1,531.21	Air cylinder.
56	Shears Building Supplies	\$970.60	Copper fittings, solder, wire brushes etc.
57	Simmons Tire	\$1,551.62	Tire repair & new tires unit 95.
58	Speedy Automotive	\$138.00	Fuel injector.
59	Stewart McKelvey	\$1,041.90	Professional advice.
60	Superior Propane	\$112.42	Cylinder rentals & propane.
61	Town of Reidville	\$662.72	Animal control.
62	Traction	\$2,155.08	Exhaust pipe, elbows, clamps, wear pad etc.
63	Toopes Auto	\$1,179.19	Junction box, hydraulic fluid, break cleaner.
64	Total Coverage Fire Protection	\$150.65	Fire extinguisher maintenance & new.
65	United Rentals	\$3,904.25	Sod Cutter.
66	Valmin Fire Protection	\$368.00	SCBA cylinder hydro test.
67	Western Signs	\$1,098.02	Road signs, street signs.
68	Western Steel	\$107.98	DL angle, repair handle unit 47
69	Williams' Building Supplies	\$729.17	Fence material, extension ladder, knife, etc.
70	Wireless World	\$134.63	Hardware upgrade & tempered glass.

71	Woodward Motors	\$203.40	Oil changes.
72	Western Regional Waste Management	\$48,607.96	May waste.

\$128,928.72

(c) Environment and Housing

2023-0619-09, Environment and Housing

Councillor Kerry Jones / Councillor Brett Langdon

Resolved that the minutes for The Town of Deer Lake Environment and Housing Committee for June 5th, 2023 excluding item #3 be adopted as presented.

In Favor: Mayor Michael Goosney
Deputy Mayor Melanie Young
Councillor Brett Langdon
Councillor Kerry Jones
Councillor Darren Fitzgerald
Councillor Gordon Hancock

In favor 6; opposed 0. Carried

Councillor Hancock leaves the meeting due to conflict of interest.

2023-0619-10, Environment and Housing

Councillor Kerry Jones / Councillor Brett Langdon

Resolved that the minutes for The Town of Deer Lake Environment and Housing Committee for June 5th, 2023 for item #3 only be adopted as presented.

In Favor: Mayor Michael Goosney
Deputy Mayor Melanie Young
Councillor Brett Langdon
Councillor Kerry Jones
Councillor Darren Fitzgerald

In favor; opposed 0. Carried

Councillor Hancock returns to the meeting.



**Environment & Housing Committee Minutes
Monday June 5, 2023 - 1:30 pm**

In Attendance: Councillor Kerry Jones Jason Young Christa Jones
 Councillor Darren Fitzgerald Keith Park

Following is a breakdown of the number of permits issued (in brackets) and construction values so far in 2023, up to and including June 2nd, 2023:

- General repairs (37): \$ 191,400
- Decks, Extensions, Patios (27): \$ 125,050
- Accessory buildings (23): \$ 304,500
- New Dwellings (2): \$ 700,000
- Commercial Construction (5): \$ 87,000

Total \$ 1,407,950

Permits Issued

Name	Address	Description	Action
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General Repairs				
Amos Coates	8A	Goodyears Lane	Shingles	Permit Issued
Garry Schroeder	57	Wights Road	Shingles	Permit Issued
Chad Applin	101	Goose Arm Road	Shingles	Permit Issued
Rendell Walters	94	Nicholsville Road	Shingles	Permit Issued
Wallace Field	119	North Main St	Shingles	Permit Issued
Robert Gilley	14	Main Dam Road	Siding	Permit Issued
Daryl Torrville	7	Elizabeth Ave	Siding	Permit Issued
Dennis Simmons	3	Shears Place	Shingles	Permit Issued
Dorman White	13	Main Dam Road	Shingles	Permit Issued
William Powell	22	Riverview Place	Shingles	Permit Issued
Paul Curtis	8	Gatehouse Road	Shingles	Permit Issued
Rick Piercey	33	Fifth Avenue	Shingles	Permit Issued
Eugene Snow	54	High Street	Shingles	Permit Issued
Hayward Carroll	9	Wallace Place	Siding	Permit Issued

	Todd Martell	13	Lakeside	Siding, replace deck	Permit Issued
	Brian & Beverley Pearce	5	Kennedy Street	Shingles & fix existing fence	Permit Issued
	NFLD Housing	9	Lucas Place	Demolition of Apartment	Permit Issued

Decks / Extensions / Patios / Fences					
	Andre Doucette	12	Middle Road	Replace Deck	Permit Issued
	Tania Saunders	9	Goose Arm Road	Fence	Permit Issued
	Samantha Chambers	91	George Aaron Drive	Extension on shed	Permit Issued
	David Coish	67A	North Main Street	Fence	Permit Issued
	Colin Cassell	7	Grace Avenue	Patio	Permit Issued
	Roger Weir	1	Albert Avenue	Ext on garage	Permit Issued
	Geoffrey Carter	45	Grace Avenue	Fence	Permit Issued
	Lester Goobie	6	Mountain View Pl	Fence	Permit Issued
	Kim Brent	4	McCarthy Place	Fence	Permit Issued
	James Saunders	17	Middle Road	Fence	Permit Issued
	Pilgrim, Keith	76	Riverbank Road	Fence	Permit Issued
	Randy Woodward	2	Grace Avenue	Porch & Fence	Permit Issued

Accessory Building					
	John Sheppard	4	Meadow Lane	Shed	Permit Issued
	Margaret Chynn	2	Colbourne Street	Shed	Permit Issued
	Edmund Rumbolt	12	Riverside Drive	Garage	Permit Issued
	Paul Brown	30	Murdoch Drive	Garage	Permit Issued
	Floyd Pittman	4	Scott Drive	Shed	Permit Issued
	Ronald Janes	27	Elizabeth Avenue	Garage	Permit Issued
	Robin Holloway	7	Jack's Place	Shed	Permit Issued
	Kenneth Fizzard	42	Murdoch Drive	Garage	Permit Issued
	Bond Drover	13	Wallace Place	Garage	Permit Issued
	Stewart Dickson	1	Clinic Drive	Shed	Permit Issued
	Tanya Pinksen	19	Airport Avenue	Garage	Permit Issued
	Hopkins, Timothy	10	Dr, D. D. MacDonald Dr	Garage	Permit Issued
	Perry Compton	10	Murdoch Drive	Shed	Permit Issued

Commercial					
	W. Bryant Shears Ltd	199A	Nicholsville Road	General Repairs	Permit Issued
	Irving Oil	62-106	Trans Canada Hwy	Replacing singnage (branding)	Permit Issued

New Dwellings					
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	Monty McIntyre	10	Joel's Crescent	New Dwelling	Permit Issued
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Land Development					
	Anthony Lush	1-3	Jeddore's Lane	Land Development	Permit Issued

Permit Applications

	Name	Address	Description	Recommendation
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New Dwellings					
1	Frank Smith	11	Joel's Crescent	New Dwelling with basement apartment	Approve once real property report received

New Business					
2	Beauty Enhancement (Chloe Stuckless)	9	Nicholsville Road	Home Based Gel nails & shellac business	Approve pending service NL
3	All Phase Construction (Christopher Hancock)	41	High Street	Mobile Construction business	Approve
4	Studio Outback (Joanne Lynn Rumbolt)	25	Wight's Road	Short term rental	Approve pending service NL, tourism and advertising
5	B's Place (Belinda Troke)	20	Seventh Avenue	Daycare	Approve pending service NL and advertising
6	MK Beauty (Melissa Hodder)	8	Ball Street	Gel Nail & Waxing Salon	Approve pending service NL
7	Nomad Stages Inc. (LouAnn Davis)	6B	Church Street	Dance Class	Approve
8	Poppy's Little Place (Cavell Manuel)	59	Wight's Road	Trailer B&B.	Declined. This is considered a roofed accommodation, and would be considered a second dwelling on one property and does not

- Commercial Construction (5): \$ 87,000

Total \$ 1,843,950

Permits Issued

	Name		Address	Description	Action
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General Repairs					
	Gordon Gushue	6	Olivia Lane	Replace windows	Permit Issued
	Jodie Greenham	29	Hancock's Road	Siding	Permit Issued
	Ron Brown	6	Evan's Lane	Replace Doors	Permit Issued

Decks / Extensions / Patios / Fences					
	Walter Stuckless	18	Meadow Lane	Ext on step	Permit Issued
	Francis Rumboldt	13	Second Avenue	replace decks	Permit Issued

New Dwelling					
	David Legge	4	Nichols Drive	New Dwelling	Permit Issued

New Business					Recommendation
1	Jaelyn Rice	53	North Main Street	Bakery	Approve, pending service NL

Other					
2	Farrah Sparkes	29	George Aaron Drive	Requesting to Re-Zone property to Rural.	Denied.
3	Colin Butt	8	Nichols Drive	Duplex	Approve, pending service NL
4	Colin Butt	10	Nichols Drive	Duplex	Approve, pending service NL

(d) OH & S

Town of Deer Lake
OH&S Minutes
 OHS Program

Date: February 23, 2023 @ 2:30PM

AGENDA

OHS Committee Terms of Reference

It is our belief that, through education programs, investigation of problems and resolutions of these problems, the workplace will be healthy and safe for all employees. We acknowledge that proper functioning of the health and safety committee can only be carried out where representatives of both the employer and workers are committed to these responsibilities. We adapt these guidelines in good faith and agree to promote and assist the health and safety committee whenever possible.

1. Minutes of Prior Meeting

2. Workplace Inspections

Feb 17, 2022 – Chlorine Building

- Fall Protection pulley system Inspected – Ongoing

Feb 17, 2022 – Fire Hall

- Two leaks in training room one over panel – ongoing

3. Business Arising from Minutes

- Since our last meeting, Gracia Gymnastics have been using the bottom gate. Confirmed by our Public Works superintendent, Dave Thomas.
- Contacted Arlene Young at the Salvation Thrift Store in regards to if we have an emergency at the Hodder then they can all go to the Thrift store. She provided me with two numbers.
- Call Canadian Red Cross to see if they have some blankets to donate. Still waiting to hear back.

4. Review of OH&S Program Elements:

5. Leadership & Administration

Town of Deer Lake is committed to a strong safety program that protects its staff, its property and the public from accidents. Contractors will be required to operate according

to legislative requirements using best practices and following Town of Deer Lake policies and procedures regarding health and safety.

a. OH&S Committee

- All committee meetings have been scheduled for 2023 these are tentative dates.
- Next Committee meeting is as follows:
 - April 20th, 2023
 - June 21st, 2023
 - September 20th, 2023
 - October 18th, 2023
 - December 13th, 2023

b. Communication

To help ensure safety is a priority there must be constant communications between all workers, supervisor, superintendent and contractors on site. Workers must feel that they can report incidents with-out fear of reprisal and superintendent must be kept inform. A ***Tool box meeting will be held weekly*** to keep workers informed of hazards, company policies and a variety of safety issues that may arise. Also, the minutes of the OH&S Committee meetings are to be posted in your break room for all to see.

c. Education & Training-

Dates below are when training expires. I will coordinate with supervisor on dates to book.

Steve Hayden

- Fall Protection – July 07, 2023

Stephen Spence

- Fall Protection – Aug 24, 2023
- Confined Space – Aug 13, 2023

James Legge

- Fall Protection – Aug 19, 2023

Randell Woodford

- Confined Space – Aug 13, 2023
- Power Line Hazards – Aug 06, 2023
- TCP Level 2

Ryan Moss

- Confined Space – Sept 17, 2023
- OHS Committee Training
- First Aid

Colin Pittman

- Confined Space – Aug 21, 2023

- TCP Level 2

Dave Thomas

- Fall Protection – Aug 27, 2023
- Power Line Hazards – Aug 28, 2023

Dean Jenkins

- Fall Protection – June 09, 2023
- Confined Space – June 11, 2023

Tony Giles

- Fall Protection – July 07, 2023

Ira Rideout

- Traffic Control Level 2 – Aug 04, 2023

Keith Anderson

- Fall Protection – Sept 30, 2023
- Confined Space – Oct 16, 2023
- Trenching – Oct 19, 2023

Ryan Lush

- Fall Protection – Aug 27, 2023
- Confined Space – Sept 17, 2023
- Power Line Hazards – Aug 28, 2023
- Trenching – Aug 31, 2023

Shawn Anderson

- Fall Protection – Aug 17, 2023
- Confined Space – Sept 17, 2023
- Trenching – Oct 19, 2023

Hearing Test for ALL

Safe Work Practices & Procedures

Regular Tool box talks are taking place.

- Safe work practice –Distractive Driving

d. Hazard Recognition, Evaluation & Control

Workers are reminded to be vigilant for potential hazards and keep the supervisor advised of any hazards noted. Supervisors and workers shall evaluate possible hazards and set in place proper control measures. Everyone is responsible to do there due diligence on their part in the workplace.

e. Accident/Incident Investigations

- January 16, 2023 Leann Bickford was moving boxes of paper hurting right forearm. No time loss.

- January 23, 2023 – James Legge was exiting the vehicle slipped and fell hurting left side of back. No time loss.
- January 29, 2023 – Keith Anderson was hauling the fire hose back while flooding the ice. Fell through the ice tripping and falling backwards, catching himself hurting his lower back. No time loss.

f. Workplace Inspections

December 21, 2022 – Town Office

- Nothing to report at this time.

December 16, 2022 - SAR

- Nothing to report at this time.

December 16, 2022 – Lagoon

- Nothing to report at this time.

December 22, 2022 – Fire Hall

- Nothing to report at this time.

December 16, 2022 – Filtration Plant

- Nothing to report at this time.

December 22, 2022 – Depot

- Nothing to report at this time.

December 16, 2022 – Chlorine Building

- Nothing to report at this time.

December 22, 2022 - Hodder

- Light covering falling off back end of stadium. - Completed
- Boiler leaking in boiler room. - Completed

January 25, 2023 – Town Office

- Nothing to report at this time.

January 24, 2023 – SAR

- Nothing to report at this time.

January 24, 2023 – Lagoon

- Nothing to report at this time.

January 25, 2023 – Fire Hall

- Eye wash bottle needs to be replaced. – Completed

January 25, 2023 – Hodder

- Fire Extinguisher and heater blocked by boxes under left side tunnel.
- Eye wash stations need to be recharged. – Completed
- Elevator Inspection wasn't completed by service NL.

January 24, 2023 – Depot

- Eye wash station needs to be recharged. – Completed
- Clutter in front of electrical panel.
- Smoke detector beeping in bay area.

January 25, 2023 – Filtration Plant

- Nothing to report at this time.

January 24, 2023 – Chlorine Building

- Nothing to report at this time.

January 25, 2023 – Hancocks Road – Sewer Plug

- Vehicle Inspections were completed during the time of inspection.
 - Hazard assessments were completed during the time of inspection.
 - All workers were wearing proper PPE during the time of inspection.
 - Signage was put in place and flag person.
-
- Inspections for the next few months are as follows – these are tentative dates.
 - February 24, 2023
 - March 22, 2023
 - April 20, 2023
 - May 18, 2023

g. Emergency Preparedness

- Public Works workers have been out clearing fire hydrants.

h. Disability Management

- There is no worker that is on the ease back program right now.

6. New Business

- Bank outside of the bridge on George Aaron drive side is very close to the back. Public works will fill in with snow for now until snow is gone and they will put in a culvert and fill the rest.

7. Adjournment & Date of Next Meeting

- Date of next meeting tentative: April 20th, 2023 at 2:30pm.

Committee Members:

Maxine Hayden	Ryan Moss
Lori Humphrey	Matthew Baker
David Thomas	Leann Bickford
Glynn Wiseman	Hillary Hoyles
Darren Fitzgerald	Ira Rideout

Town of Deer Lake

OH&S Minutes

OHS Program

Date: May 18, 2023 @ 3:00PM

AGENDA

OHS Committee Terms of Reference

It is our belief that, through education programs, investigation of problems and resolutions of these problems, the workplace will be healthy and safe for all employees. We acknowledge that proper functioning of the health and safety committee can only be carried out where representatives of both the employer and workers are committed to these responsibilities. We adapt these guidelines in good faith and agree to promote and assist the health and safety committee whenever possible.

2. Minutes of Prior Meeting

2. Workplace Inspections

Feb 17, 2022 – Chlorine Building

- Fall Protection pulley system Inspected – Ongoing

Feb 17, 2022 – Fire Hall

- Two leaks in training room one over panel – ongoing

3. Business Arising from Minutes

- Call Canadian Red Cross to see if they have some blankets to donate. They don't loan blankets out. Glynn will be ordering the mylar blankets.
- Bank outside of the bridge on George Aaron drive side is very close to the back. Public works filled it in with snow. They will put in a culvert and fill the rest sometime the summer.

4. Review of OH&S Program Elements:

5. Leadership & Administration

Town of Deer Lake is committed to a strong safety program that protects its staff, its property and the public from accidents. Contractors will be required to operate according to legislative requirements using best practices and following Town of Deer Lake policies and procedures regarding health and safety.

a. OH&S Committee

- All committee meetings have been scheduled for 2023 these are tentative dates.
- Next Committee meeting is as follows:
 - August 17, 2023
 - November 23, 023

b. Communication

To help ensure safety is a priority there must be constant communications between all workers, supervisor, superintendent and contractors on site. Workers must feel that they can report incidents with-out fear of reprisal and superintendent must be kept inform. A ***Tool box meeting will be held weekly*** to keep workers informed of hazards, company policies and a variety of safety issues that may arise. Also, the minutes of the OH&S Committee meetings are to be posted in your break room for all to see.

c. Education & Training-

Dates below are when training expires. I will coordinate with supervisor on dates to book.

Stephen Spence

- Confined Space – Aug 13, 2023

Randell Woodford

- Confined Space – Aug 13, 2023
- Power Line Hazards – Aug 06, 2023

Ryan Moss

- Confined Space – Sept 17, 2023
- OHS Committee Training
- First Aid

Colin Pittman

- Confined Space – Aug 21, 2023

Dave Thomas

- Power Line Hazards – Aug 28, 2023

Dean Jenkins

- Confined Space – June 11, 2023

Jonathan McKay

- WHMIS
- TDG
- Fall Protection
- Confined Space

Keith Anderson

- Confined Space – Oct 16, 2023
- Trenching – Oct 19, 2023

Ryan Lush

- Confined Space – Sept 17, 2023

- Power Line Hazards – Aug 28, 2023
- Trenching – Aug 31, 2023

Shawn Anderson

- Fall Protection – Aug 17, 2023
- Confined Space – Sept 17, 2023
- Trenching – Oct 19, 2023

Glynn has advised that he will not be recertifying any training for Shawn.

Hearing Test for ALL

Safe Work Practices & Procedures

Regular Tool box talks are taking place.

- Safe work practice –Worker’s Three Basic Rights

d. Hazard Recognition, Evaluation & Control

Workers are reminded to be vigilant for potential hazards and keep the supervisor advised of any hazards noted. Supervisors and workers shall evaluate possible hazards and set in place proper control measures. Everyone is responsible to do there due diligence on their part in the workplace.

e. Accident/Incident Investigations

- March 14, 2023 – While thawing a waterline, public works workers exhausted all resources. A decision was made to get on spot welding in to use an arch welder to help thaw waterline. After approximately 50 minutes the water broke free and appro. 5 minutes after a call came into the fire department for the house across the street.
- March 15, 2023 – While pumping out water and sludge from under the floor drain, worker went across the beams that weren’t fastened into the main beam. They rolled as he stepped across causing him to fall and hurt his right shoulder and left ribs. Worker was off work from March 16, 2023 – May 01, 2023. May 01-May 16, 2023 on ease back. May 17, 2023 cleared for full duties.
- March 17, 2023 – Worker was coming out of the post office turning right on Old Bonne Bay road. Another driver turning into parking lot collided into the back driver bumper side by signal light. No one was hurt.

f. Workplace Inspections

February 27, 2023 – Town Office

- Nothing to report at this time.

February 20, 2023 - SAR

- Clutter and garbage in front of electrical panel. – Completed

February 20, 2023 – Lagoon

- Nothing to report at this time.

February 27, 2023 – Fire Hall

- Large area of ice on floor in training bay. – Completed
- No exit signs or emergency lights in training bay. – Completed
- Remote head on emergency light not working in bay area. – Completed
- Can't open emergency exit. Front left of building. - Completed

February 20, 2023 – Filtration Plant

- Nothing to report at this time.

February 27, 2023 – Depot

- Eye wash station bottles in washroom expired. – Completed
- Clutter by front exit. – Completed

February 20, 2023 – Chlorine Building

- Nothing to report at this time.

February 20, 2023 - Hodder

- Boxes and tubs blocking fire extinguisher & heater. – Completed
- Pool floats blocking fire extinguisher in pool mechanical room. – Completed

March 30, 2023 – Town Office

- Clutter in the walkway in data room.- Completed

March 30, 2023 – SAR

- Clutter in front of electrical panel and blocking fire extinguisher. – Completed

March 30, 2023 – Lagoon

- Clutter in lift side of compressor room.

March 31, 2023 – Fire Hall

- Open pit covered with wood in training bay. Signage put on pit. – Completed

March 31, 2023 – Hodder

- Fire Extinguisher Missing Inspection tag. – Completed
- Chair blocking stairs in stairwell. – Complete
- Tables against cylinders in mechanical room. – Completed
- CO2 Fire Extinguisher needs to recharge. – Completed
- Puddle of water in door way right door going to mechanical rm. – Completed

March 31, 2023– Depot

- Emergency Light battery pack not working. – Completed
- Clutter is back storage room.

March 30, 2023 – Filtration Plant

- Nothing to report at this time.

March 30, 2023 – Chlorine Building

- Nothing to report at this time.

March 06, 2023 – Fifth Ave Extension – Sewer Plug

- Vehicle Inspections were completed during the time of inspection.
- Hazard assessments were completed during the time of inspection.
- All workers were wearing proper PPE during the time of inspection.
- Signage was put in place and flag person.

April 20, 2023 – Town Office

- Nothing to report at this time.

April 20, 2023 – SAR

- Walkway blocked with a ride on lawn mower on 4 chairs in bay area. – Completed

April 20, 2023 – Lagoon

- Clutter in lift side of compressor room.

April 28, 2023 – Fire Hall

- Nothing to report at this time.

April 20, 2023 – Hodder

- Clutter blocking elevator mechanical room door. – Completed
- Clutter in zamboni work bench.- Completed
- Table and chair on top of stairs blocking the hand rail.- Completed
- Pipe & wood next to doorway of electrical room under tunnel.- Completed
- Under stairs by party room clutter of various items.- Completed
- Electrical cord in walkway of emergency exit. – Completed
- Electrical cord frayed. – Taken out of service.- Completed
- Leak, slipping hazard in back of pool.- Completed
- Clutter in walkway in back of pool.- Completed
- Eye wash stations need to be recharged- Completed

April 28, 2023– Depot

- Pipes, sticks and various items by exit door and electrical room door.
- Clutter is back storage room.
- Eye wash station needs to be recharged.

April 20, 2023 – Filtration Plant

- Nothing to report at this time.

April 28, 2023 – Chlorine Building

- Nothing to report at this time.

- Inspections for the next few months are as follows – these are tentative dates.
 - May 26, 2023
 - June 15, 2023
 - July 18, 2023
 - August 22, 2023

g. Emergency Preparedness

- Town electricians got the supplies for the fire alarm system in the town office. Hoping to have it done within the next few weeks.

h. Disability Management

- We had one worker finish ease back on May 17, 2023.

6. New Business

- Got 3 quotes for AED units for Public Works and Town office.
- On call staff is still not responding to the chlorine alarm.

7. Adjournment & Date of Next Meeting

- Date of next meeting tentative: August 17th, 2023 at 2:30pm.

Committee Members:

Jason Young	Ryan Moss
Lori Humphrey	Matthew Baker
David Thomas	Leann Bickford
Glynn Wiseman	Hillary Hoyles
Darren Fitzgerald	Ira Rideout

(e) Public Works

2023-0619-12, Public Works

Councillor Darren Fitzgerald / Councillor Brett Langdon

Resolved that the minutes for The Town of Deer Lake Public Works Committee for June 15th, 2023 be adopted as presented.

In Favor:

Mayor Michael Goosney
 Deputy Mayor Melanie Young
 Councillor Brett Langdon
 Councillor Kerry Jones
 Councillor Darren Fitzgerald
 Councillor Gordon Hancock

In favor 6; opposed 0. Carried

Public Works Meeting
 June 15, 2023

Meeting Minutes

In Attendance:
 Councillor Darren Fitzgerald
 Councillor Brett Langdon
 Public Works Superintendent Dave Thomas
 Town Manger Jason Young

No	Description	Recommendation/Notes/Updates
1	Spring Cleanup	Spring Cleanup for 2023 has concluded, the town would like to thank residents for their cooperation. Like all spring cleanups

		there is room for improvement and council and staff will review opportunities for efficiently.
2	Line Painting	Public Works crew are currently painting lines. With spring cleanup now completed line painting will be a main focus for Public Works. School Zones and major intersections have been prioritized.
3	Riverbank Road Investigation	Harbourside Geotechnical Consultants will be in Deer Lake this week to meet with town officials and conduct a preliminary investigation of issues along Riverbank Road. The goal if this project is to develop a plan for remediation of issues along this street.
4	Storm Sewer Study Update	CBCL visited Deer Lake on June 14 th to conduct a preliminary investigation on the storm sewer infrastructure throughout town centre (Main Street, Church Street, Crescent Street) here in Deer Lake. Consulting firm will be working on this project throughout the summer to develop a report for storm sewer improvement for this area.
5	Pothole Repairs	With spring cleanup complete Public Works are able to put more time into potholes repairs. All pothole reports that come into the town office are documented and added to work orders for repair.
6	Residential Lawn Repairs	Public Works has been repairing lawns and will begin hydroseeding this week.
7	Pavement Patching	Town Officials have been solicited quotes for pavement patching. Patching will proceed upon successful reward of contract.

(f) Arts, Recreation and Culture

2023-0619-13, Arts, Recreation and Culture

Councillor Brett Langdon / Councillor Gordon Hancock

Resolved that the minutes for The Town of Deer Lake Arts, Recreation and Culture Committee for June 7th, 2023 be adopted as presented.

In Favor:

Mayor Michael Goosney

Deputy Mayor Melanie Young
 Councillor Brett Langdon
 Councillor Kerry Jones
 Councillor Darren Fitzgerald
 Councillor Gordon Hancock

In favor 6; opposed 0. Carried

**Department of Arts, Recreation and Culture Minutes
 June 7, 2023**

In Attendance:

Councillor - Gordon Hancock
Councillor – Brett Langdon
Director of Recreation Community Services - Glynn Wiseman
Town Manager – Jason Young

The meeting started at 8:30 am.

#	Item/Description	Discussion/Notes	Decision
1	Wheelchair Assessable pad Joe Butts Lookout	The wheelchair accessible stamped pad has been completed at Joe Butts lookout. This will allow persons with mobility issues the capability to get from the parking lot to the beach area where that can access the sandy beach and water by way of our Mobi Mat system. There is still some clean up to be done around the concrete pad. This will be completed by the recreation department workers.	For council Information
2	Beach Clean Up	The Recreation Department began the clean-up process for Deer Lake Beach on June 7, 2023. Issues	For council Information
3	World Oceans Day	World Oceans Day Community Cleanup will take place on June the 8 th . This year as in past years the Xavier staff and students along with the Town of Deer Lake’s Recreation Staff will perform the clean-up of commerce St. The Deer Lake Beach, Main Street playground and Schwartz Park Playground	For council information
4	Deer Lake Minor Soccer	Deer Lake Minor Soccer began their season on June 1. The Recreation Department has all of the fields open in Schwartz Park ready for the	For council information

		summer sports to begin their summer season. Construction of Soccer's new storage building will be completed within the next week and will be placed on the soccer field.	
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(g) Health & Wellness

2023-0619-14, Health & Wellness

Deputy Mayor Melanie Young/ Councillor Gordon Hancock

Resolved that the minutes for The Town of Deer Lake Health & Wellness Committee for June 6, 2023 be adopted as presented.

In Favor: Mayor Michael Goosney
 Deputy Mayor Melanie Young
 Councillor Brett Langdon
 Councillor Kerry Jones
 Councillor Darren Fitzgerald
 Councillor Gordon Hancock
 Councillor Amanda Freake

In favor 7; opposed 0. Carried

Health and Wellness Committee
 June 6, 2023

Attendance:
 Deputy Mayor Melanie Young
 Councillor Gordon Hancock
 Town Clerk Lori Humphrey
 Member Tina Young
 Member Jill Cross
 Member Carmalita Morgan
 Member Shelly Wells

Bridge the Gap	Moving on to the 3 rd event that will be happening soon.	Lori to send ideas out to committee to look for contacts.
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Move More Stress Less Series	June – partner with the Deer Lake Dash 2023 for the Participaction community challenge. We will plan 3 walks for the month of June to encourage residents to log their minutes. July – We will have a contest for anyone who completes all three of our walking trails. Aug – Biking challenge to coincide with the Great Cycle Challenge to help fight childhood cancer.	Lori to order signs and put together a prize from the Health and Wellness Budget
Newcomer Initiative	Bags are ready to be put together. Committee will meet to assemble them. Will contact business/school/realtors to identify newcomers in our community	The Health and Wellness Committee will contribute a baked good which will be purchases on a need be bases from the Health and Wellness Budget.
Wildflowers	Deputy Mayor Young will reach out for more information.	FYI
She So Fly	This will be a Bridge the Gap session. Deputy Mayor will check out dates and pass information to the Bridge the Gap coordinator.	From Bridge the Gap grant
Skating for Youth and New Comers	Grant \$5,000 awarded.	Lori to contact suppliers for skates and helmets
Wellness Fair	Beginning talks of a Health and Wellness Fair – pick a day later in the summer or even early September and start planning	FYI
Committee Member Shirts	Have shirts to identify member during events	Lori to price shirts
Beach Library	Construct a beach library similar to the sled library	Get box sleds were in to see if they would work with beach toys and purchase a few toys from Health and Wellness Budget

2023-0619-15 Adjournment

Councillor Kerry Jones

Resolved that since there is no further business that the meeting adjourns at 8:35pm. Next Meeting scheduled for July 17th, 2023.

In Favor:

Mayor Michael Goosney
Deputy Mayor Melanie Young
Councillor Brett Langdon
Councillor Kerry Jones
Councillor Darren Fitzgerald
Councillor Gordon Hancock

In favor 6; opposed 0. Carried



Mayor Michael Goosney



Lori Humphrey, Town Clerk