

Minutes of the regular meeting of council held Monday, June 15th, 2026 No. 1513 held in the Council Chambers at 34 Reid's Lane, Deer Lake, NL.

In attendance: Mayor Dean Ball
Deputy Mayor Lindell Smith
Councillor Kerry Jones
Councillor Darren Fitzgerald
Councillor Keith Park
Councillor David Hynes
Councillor Andrew Strangemore

Also in attendance: Town Manager, Jason Young
Town Clerk, Lori Humphrey
Director of Recreation Community Services, Glynn Wiseman

Regular meeting of council called to order at 7:51pm by Mayor Ball

2026-0615-01, Agenda No. 1513

Councillor Kerry Jones / Deputy Mayor Lindell Smith

Resolved to accept the agenda of regular meeting of council, 1513 June 15th, 2026.

In Favor: Mayor Dean Ball
Deputy Mayor Lindell Smith
Councillor Kerry Jones
Councillor Darren Fitzgerald
Councillor Keith Park
Councillor David Hynes
Councillor Andrew Strangemore

In favor 7; opposed 0. Carried

2026-0615-02, Minutes No. 1512

Councillor Kerry Jones /Councillor Keith Park

Resolved to accept the minutes of regular meeting of council, 1512 May 25th, 2026.

In Favor: Mayor Dean Ball
Deputy Mayor Lindell Smith
Councillor Kerry Jones
Councillor Darren Fitzgerald
Councillor Keith Park
Councillor David Hynes
Councillor Andrew Strangemore

In favor 7; opposed 0. Carried

Correspondence

Meeting No. 1513

Date: June 15th, 2026

No	NAME	REGARDING	ACTION
1	MAA	Collaborative Funding	FYI
2	Department of Transportation and Infrastructure	Open Call for Applications	FYI
3	Department of Transportation and Infrastructure	Paving TI Owned Road	FYI
4	Department of Forestry, Agriculture and Lands - Emergency Services Division	Emergency Management Maintenance	FYI
5	Department of Forestry, Agriculture and Lands – Crown Lands Branch	Renaming Goose Arm Brook to Goose Arm River	FYI
6	Deer Lake Regional Airport	Airport Worker Day	FYI

(a) Finance

2026-0615-03, Finance

Councillor Kerry Jones / Councillor Andrew Strangemore

Resolved that the recommendations for Finance Report for June 9th, 2026 be adopted as presented.

In Favor:

Mayor Dean Ball
Deputy Mayor Lindell Smith
Councillor Kerry Jones
Councillor Darren Fitzgerald

Councillor Keith Park
Councillor David Hynes
Councillor Andrew Strangemore

In favor 7; opposed 0. Carried

**Finance Committee Agenda
June 9, 2026**

Attendance: Mayor Dean Ball
Councillor Kerry Jones
Councillor Keith Park
Town Clerk Lori Humphrey
Public Work Superintendent Scott Elms

Deputy Mayor Lindell Smith
Councillor David Hynes
Town Manager Jason Young

No.	Vendor	Amount	Notes	Action
1.	Atlantic Purification	\$11,328.78	UV Filter components	Recommend Payment
2.	Humber River Golf Club	\$1,150.00	Annual Corporate Sponsorship	Recommend Payment
3.	Val-U Construction	\$31,050.00	Final payment for Swimming Pool renovations. This invoice completes the labour section of the project.	Recommend Payment
4.	Deer Lake Home Hardware	\$9,352.94	Deer Lake Fire Rescue Utility Trailer for wildfire response.	Recommend Payment
5.	CBCL	\$9,804.98	Water Filter Design Project completion.	Recommend Payment
6	The Paint Shop	\$12,448.51	Materials for Swimming Pool renovations.	Recommend Payment
7	Deer Lake Search and Rescue	\$1,554.00	The washroom at the Search and Rescue building requires upgrades. Quote were obtained. Quote for	Recommend Payment

			Williams Building Supplies was accepted.	
8.	Xavier Jr. High		Seeking annual donation amount. Town of Deer Lake to review the scope of the project (swing set) to ensure it meets requirements as provided by NL Schools	For review and follow-up
9.	Tourism Southwest	\$13,575.00	Engage Tourism Southwest to develop, introduce, and implement the Tourism Accommodation Tax	Recommend approval

(b) Cheque Ledger

2026-0615-04, Cheque Ledger Report

Councillor Kerry Jones / Councillor Keith Park

Resolved that the Town of Deer Lake accepts the cheque ledgers for June 10th as presented.

In Favor:

Mayor Dean Ball
Deputy Mayor Lindell Smith
Councillor Kerry Jones
Councillor Darren Fitzgerald
Councillor Keith Park
Councillor David Hynes
Councillor Andrew Strangemore

In favor 7; opposed 0. Carried

Town of Deer Lake

Regular Accounts Payable Report

Date: June 10, 2026

Name of Supplier	Amount Owning	Notes
A & C Enterprise	\$560.87	Monthly mats
Ace Printing	\$678.50	Flyers

Air Liquide	\$273.59	Cylinder rental
Atlantic Purification Systems	\$2,008.65	Water supplies
Adam's Electrical Contracting	\$345.00	Lift rental
Auto Value	\$206.08	Wipers
B & S Trucking	\$2,847.84	Dumpster rentals & Class A stone
Biomaxx	\$5,673.90	Water sampling
Breakwater Welding	\$3,574.50	Welding the truck
Brogan Fire	\$1,416.80	Hoses for fire dept.
Byron's Shoe & Tarp	\$467.73	Wasrers, bolts, drill bits, Fire dept supplies
Cangro Services	\$4,600.00	Fix fence
Central Office Equipment	\$4,047.08	Service agreements
Coleman's	\$1,252.83	Bowling and supplies
Corner Brook Industrial	\$169.24	Clamps, nipples etc.
Crane Supply	\$3,682.44	Water supplies
Dan Spence Refrigeration	\$262.52	Sewer supplies
Deer Lake Foodland	\$937.76	Supplies for various events
Deer Lake Home Hardware	\$807.49	Cement, battery, socket set, padlocks etc
Downhome	\$1,033.85	Advertising
Dulux Paint	\$2,609.79	Road paint
Deer Lake Truck & Tire	\$1,962.77	MVI
Graybar	\$492.14	Time clock
Islandwide Promotions	\$861.46	Strawberry Fest supplies
J.N Automotive	\$1,995.15	Back up alarms, tire plugs, shop supplies etc
K.C Reid Enterprises	\$423.25	Supplies, gloves, paper towels etc
Kerr	\$237.61	Belts

Lifeline Safety	\$2,267.40	Training
Marchant's School Sports	\$1,304.51	Padding for volleyball posts
McLoughlan Supplies	\$2,269.69	LED lights, header, wall anchors etc
Municipalities Newfoundland	\$500.00	MNL conference and meetings
Newfoundland Fasteners	\$46.00	Bolts & nuts
OMB Parts	\$869.40	Wafers
Paint Shop	\$12,979.70	Pool reno's
Pitney Bowes	\$719.81	Lease agreement
Premium Enterprises	\$69.26	Propane
PSD Citywide	\$426.94	Municipal grants
Purolator	\$1,004.25	Shipping fees
Rentokil Canada	\$556.60	Monthly pest control & spraying building ants
Rideout Tools	\$177.33	Drill bits & cutter
Saunders Equipment	\$5,372.39	Part for equipment
Shears Building Supplies	\$1,509.39	Pool reno's, fertilizer, supplies etc
Stewart McKelvey	\$4,803.55	Legal fees
Superior Propane	\$34.22	Cylinder rentals
Traction	\$1,734.00	EGR codes
Toope's Auto	\$170.57	Blower motor
Tow Fast	\$475.94	DEF, muffs, blades, mandrels etc
Western Petroleum	\$582.94	Furnace Oil
Wester Pump Services	\$1,005.94	chain hoist
Western Signs	\$528.94	Road signs, decal, banner, etc
Western Star & Trucks	\$1,076.54	Part for truck
Western Steel Works	\$234.39	Pipe & hydraulic fittings

Williams' Building Supplies	\$2,201.62	Pool reno's, shovels, lumber, blades etc.
Wolseley Canada	\$4,595.86	Hydrant gaskets
Woodward Motors	\$402.46	Various oil changes
Western Regional Waste Management	\$22,676.28	May Waste

\$114,024.76

(c) Public Works

2026-0615-05 Public Works

Deputy Mayor Lindell Smith / Councillor Keith Park

Resolved that the minutes/recommendations for The Town of Deer Lake Public Works Committee for June 9th, 2026 be adopted as presented.

In Favor:

- Mayor Dean Ball
- Deputy Mayor Lindell Smith
- Councillor Kerry Jones
- Councillor Darren Fitzgerald
- Councillor Keith Park
- Councillor David Hynes
- Councillor Andrew Strangemore

In favor 7; opposed 0. Carried

Public Works Committee Agenda June 9, 2026

Attendance: Mayor Dean Ball Deputy Mayor Lindell Smith
 Councillor Kerry Jones Councillor David Hynes
 Councillor Keith Park Town Manager Jason Young
 Public Work Superintendent Scott Elms

No.	Vendor	Notes	Action
1.	Shop nuts, bolts, and related fasteners	Council has directed staff to seek quotes from suppliers for a vendor-managed inventory service for shop nuts, bolts, and fasteners. The service	Seeking Quotes

		would provide pricing and regular stock replenishment.	
2.	Deer Lake Lagoon Design Tender	Province is proceeding with advertising for the design component of the Deer Lake Lagoon Project.	Awaiting Tender Results
3.	Wight Road Lift Station	Provincial Government has provided Approval to call for tender for this project.	Awaiting Tender Results
4.	George Aaron Drive Intersection	Seeking RFP for engineering review.	Recommend to seek proposals
5.	Main Lift Station Capital Project	Council Seeking Update on the status of the project. Town Manager met with consultant and contractors on June 10 th seeking update on the project. Change orders related to concrete slab and electrical panel were being review by the provincial government. Town Manager stress that there has been over 4 weeks of inactivity at the worksite.	FYI
6	Compost Bin Giveaway	The Town of Deer Lake has an excess supply of small compost bins to provide to Deer Lake residents. Residents can pick up a bin at the Deer Lake Town Office starting today.	FYI
7	Chapel Hill/Farm Road Stop Sign Relocation	The Town of Deer Lake is looking to review and relocate the stop signs on Chapel Hill to allow better sightlines	FYI
8	Hydrant Flushing Program	Public Works completed a hydrant flushing program on June 6 th to provide routine maintenance and identify hydrant that require additional work to be completed.	

2026-0615-06 Project Amendment Request – Municipal Capital Works Funding

Deputy Mayor Lindell Smith / Councillor Kerry Jones

WHEREAS the Town of Deer Lake was approved for Municipal Capital Works funding under Project 17-MCW-25-00022 for Lift Station Upgrades – Spillway; and

WHEREAS the Spillway Lift Station upgrade was completed utilizing remaining funds from another approved lift station project, resulting in the Municipal Capital Works funding for Project 17-MCW-25-00022 no longer being required for that location; and

WHEREAS the Town has identified the Meadow Lane Lift Station as requiring similar upgrades and wishes to redirect the approved funding to this priority project; and

WHEREAS the proposed Meadow Lane Lift Station upgrade will be substantially the same in scope and design as the completed Spillway Lift Station upgrade; and

WHEREAS the Town of Deer Lake will undertake the administration and completion of the project using its own resources;

THEREFORE BE IT RESOLVED that Council approve a request to the Department of Municipal and Provincial Affairs for an amendment to Project 17-MCW-25-00022 to reallocate the approved funding from the Spillway Lift Station Upgrade to the Meadow Lane Lift Station Upgrade.

In Favor: Mayor Dean Ball
Deputy Mayor Lindell Smith
Councillor Kerry Jones
Councillor Darren Fitzgerald
Councillor Keith Park
Councillor David Hynes
Councillor Andrew Strangemore

In favor 7; opposed 0. Carried

(d) Environment and Housing

2026-0615-07 Environment and Housing

Councillor Andrew Strangemore/Deputy Mayor Lindell Smith

Resolved that the minutes for The Town of Deer Lake Environment and Housing for June 11th, 2026 be adopted as presented for items 1-35.

In Favor: Mayor Dean Ball
Deputy Mayor Lindell Smith
Councillor Kerry Jones
Councillor Darren Fitzgerald
Councillor Keith Park
Councillor David Hynes
Councillor Andrew Strangemore

In favor 7; opposed 0. Carried

2026-0615-08 Environment and Housing #36

Councillor Andrew Strangemore / Deputy Mayor Lindell Smith

Move that Council approve for the basement apartment to be converted to a nightly rental at 3 Grace Ave, with such approval being at the discretion of Council.

In Favor: Mayor Dean Ball
Deputy Mayor Lindell Smith
Councillor Kerry Jones
Councillor Darren Fitzgerald
Councillor Keith Park
Councillor David Hynes
Councillor Andrew Strangemore

In favor 7; opposed 0. Carried

2026-0615-09 Environment and Housing #38

Councillor Andrew Strangemore / Councillor Kerry Jones

Move that Council approve the second garage, total combined size would be 808 ft² requiring a 10% variance at 1 Cross's Rd, with such approval being at the discretion of Council.

In Favor: Mayor Dean Ball
Deputy Mayor Lindell Smith
Councillor Kerry Jones
Councillor Keith Park
Councillor Andrew Strangemore

Opposed: Councillor David Hynes
Councillor Darren Fitzgerald

In favor 5; opposed 2. Carried

2026-0615-10 Environment and Housing #39

Councillor Andrew Strangemore / Deputy Mayor Lindell Smith

Move that Council approve an extension onto the garage, total combined size would be 828 ft² requiring a 10% variance at 9 Mountainview, with such approval being at the discretion of Council.

In Favor: Mayor Dean Ball
Deputy Mayor Lindell Smith
Councillor Kerry Jones
Councillor Keith Park
Councillor Andrew Strangemore

Opposed: Councillor David Hynes

Councillor Darren Fitzgerald

In favor 5; opposed 2. Carried

2026-0615-11 Environment and Housing #40

Councillor Andrew Strangemore / Deputy Mayor Lindell Smith

Move that Council approve application to build new home with a setback of 8.1m from boundary at 8a Jack's Place, with such approval being at the discretion of Council.

Opposed:

- Mayor Dean Ball
- Deputy Mayor Lindell Smith
- Councillor Kerry Jones
- Councillor Darren Fitzgerald
- Councillor Keith Park
- Councillor David Hynes
- Councillor Andrew Strangemore

In favor 0; opposed 7. Defeated

2026-0615-12 Environment and Housing #42

Councillor Andrew Strangemore / Deputy Mayor Lindell Smith

Move that Council approve garage for 1 Murdock Drive with access from Bennett Avenue.

In Favor:

- Mayor Dean Ball
- Deputy Mayor Lindell Smith
- Councillor Kerry Jones
- Councillor Darren Fitzgerald
- Councillor Keith Park
- Councillor David Hynes
- Councillor Andrew Strangemore

In favor 7; opposed 0. Carried

Councillor Fitzgerald ask for a vote of council to determine if he is in conflict of interest for item #45. Councillor Fitzgerald leaves the meeting during the vote of conflict of interest.

2026-0615-13 Conflict of Interest Vote

Councillor Kerry Jones/Councillor David Hynes

Resolved that Councillor Darren Fitzgerald is in conflict for item #45.

Opposed:

- Mayor Dean Ball
- Deputy Mayor Lindell Smith

Councillor Kerry Jones
Councillor Keith Park
Councillor David Hynes
Councillor Andrew Strangemore

In favor 0; opposed 6. Defeated

Councillor Fitzgerald returns to the meeting.

2026-0615-14 Environment and Housing #45

Councillor Andrew Strangemore / Councillor David Hynes

Move that Council approve water connected to a vacant land at 35 George Arron Dr.

Opposed: Mayor Dean Ball
Deputy Mayor Lindell Smith
Councillor Kerry Jones
Councillor Darren Fitzgerald
Councillor Keith Park
Councillor David Hynes
Councillor Andrew Strangemore

In favor 0; opposed 7. Defeated

Environment & Housing

Minutes June 11, 2026

In attendance:

Deputy Mayor Lindell Smith
Town Manager, Jason Young

Councillor Andrew Strangemore (via phone)
Clerk 3, Christa Jones

Jan 1, 2026 – June 9, 2026			Jan 1, 2026 – June 9, 2026		
<u>Residential</u>			<u>Commercial</u>		
	<u>Qty</u>	<u>Construction Value</u>		<u>Qty</u>	<u>Construction Value</u>
new dwelling	12	\$4,616,800.00	new building	4	\$28,900,000.00
renovations/improvements	18	\$70,800.00	renovations/improvements	1	\$800.00
accessory building	15	\$405,100.00	accessory building	0	\$0.00
extension	3	\$33,000.00	extension	0	\$0.00
change of use	0	\$0.00	change of use	0	\$0.00
deck/patio/ramp	16	\$133,300.00	land development	3	\$2,500.00
fencing	16	\$67,900.00	sign	2	\$33,400.00

pool / hot tub	0	\$0.00	temporary vendor permit	0	\$0.00
retaining wall	0	\$0.00			
subdivision	1	\$0.00			

Residential Total:	81	\$5,298,400.00	Commercial Total:	10	\$28,965,200.00
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Total Permits issued 2026 **91** **\$34,263,600.00**

Permits issued					
#	Name	Address		Description	Permit #
1	Young, Deborah	27	HANCOCK'S ROAD	Deck	4276
2	Thomas, Michael	8	MAYOR AVENUE	Fence	4277
3	Canning, Marjorie	1	BOULOS PLACE	Deck	4278
4	Farrell, Thomas	8	GOOSE ARM ROAD	Ext on Shed	4279
5	Downey, Robyn	8	JEDDORE'S LANE	Fence-Replace door	4280
6	Randell, Cory	3	LERA STREET	Fence	4281
7	Chynn, Joseph	13	AIRPORT AVENUE	Deck	4282
8	Alantra Leasing	7-9	YETMAN DRIVE	Commercial Building	4283
9	RHS Investment	157	GOOSE ARM ROAD	Duplex	4284
10	TDL Group	12	COMMERCE STREET	Signage	4285
11	Campbell's Contracting	3	NICHOLSVILLE ROAD	Land Development	4286
12	Campbell's Contracting	3	NICHOLSVILLE ROAD	Hotel	4287
13	RHS Investments	155	GOOSE ARM ROAD	Duplex	4288
14	Power, Michael	11	MURDOCH DRIVE	Garage	4290
15	Preston, Steven	9	WIGHT'S ROAD	Garage	4291
16	Rowsell, Loretta	18	FIRST AVENUE	Singles	4292
17	Bugden, John	2	LERA STREET	Fence	4293
18	Compagnon, Jonathan	26	AMANDA AVENUE	New Dwelling	4295
19	Pinksen, Dawn	1	CANAL ROAD	Repair to Eaves	4296
20	Roberts, Andre	14	BIRCH STREET	Replace Deck	4297
21	Troke, Kevin & Catherine	2	LUSH'S LANE	Replace Shingles & Repair top rail of Bridge	4298
22	NFLD & Labrador Housing Corp.	2	LUCAS PLACE	Removable Storage Shed	4299
23	Antle, Paul & Linda	9	MAIN DAM ROAD	4X6 Patio	4300
24	Jacobs, Corey	9	REID'S LANE	Siding	4301
25	88146 NL	52	GRACE AVENUE	New Dwelling	4302

26	Lavers, Paul	2	WIGHT'S LANE	Replace Deck boards and siding	4303
27	Rigid trucking	72	OLD BONNE BAY ROAD	Fence	4304
28	St. Judes	8	TRANS CANADA HWY	New Dwelling	4305
29	Perry, Daphne	10	CHAULK'S LANE	Fence	4306
30	Newcombe, Natasha	57	NORTH MAIN STREET	Ext on Shed	4307
31	RHS Investments Ltd.	225-229	NICHOLSVILLE ROAD	6 Unit Apartment	4308
32	Langdon, Randy	11	WIGHT'S ROAD	Siding and Windows	4309
33	NL & Lab Housing	17	THIRD AVENUE	Shingles	4310
34	Woodland, Harvey	2A	LUSH'S LANE	Deck	4311
35	Woodland, Harvey	2A	LUSH'S LANE	Fence	4312

New Businesses					
#	Name	Address		Description	Action
36	Captain Kirby's	3	Grace Ave	Requesting permission to converting basement apartment to Nightly Rental. Requested council use discretionary powers for home-based business in RMD zone. Advertising response due June 5th, one objection to review.	Recommend to approve
37	West Coast Hair Co.	1	Jeddore's Lane	Home Based Business – Hair Salon. Dictionary use of council. Advertised, response due June 22.	FYI, waiting on advertising.

Other					
#	Name	Address		Description	Action
38	Tanya Humby	1	Cross's Rd	Requesting to add second garage, total combined size would be 808	Recommend to approve

				ft². Requires variance to go larger than 754 ft². (maximum allowed including variance is 828 ft²). Requested council use discretionary powers for 10% variance. Advertising response due June 5th, no public response.	
39	Matt Gale	9	Mountainview Place	Requesting to add extension on onto garage, total size would be 828 ft². Requires variance to go larger than 754 ft². Requested council use discretionary powers for 10% variance. Advertising response due noon, June 15th, no public response, no response to date.	Recommend to approve
40	Mitchell Dredge	8A	Jack's Place	Requesting to build New Home with councils' discretion for a setback of 8.1m from boundary (5.5m from center of curve in road) to allow home to be in line with cul-de-sac. Requested council use discretionary powers for 10% variance Advertising response due noon, June 15th, no public response, no response to date.	Recommend to deny due to closeness of sewer easement to the corners of proposed home, as well as closeness of road. Feel it does not conform to neighborhood. Request applicant to move home back on lot.
41	Off The Hook	37	Old Bonne Bay Rd	Requesting permission to put an apartment above the storage units. Dictionary use of council. Advertised, response due June 22.	FYI, waiting on advertising.
42	Jamie Park	1	Murdoch Drive	Wondering if he would be allowed to build a garage on 1 Murdoch Drive, but have access to garage from Bennett Avenue.	Recommend to approve

43	Jeremy Mitchell	27	Humber View Drive	Chicken Coop, inspected by Town Enforcement officer and meets requirements. Dictionary use of council. Advertised, response due June 22.	FYI, waiting on advertising.
44	Jason Humphrey	20	Riverside Drive	Chicken Coop, inspected by Town Enforcement officer and meets requirements. Dictionary use of council. Advertised, response due June 22.	FYI, waiting on advertising.
45	Jeff Dennis	35	George Aaron Drive	He is requesting to have the water connected to the property, which is currently vacant.	Recommend to deny until we receive and application for dwelling or plans for property to ensure the proper lines are installed.

(e) Recreation

2026-0615-15 Recreation

Councillor David Hynes / Councillor Andrew Strangemore

Resolved that the minutes/recommendations for The Town of Deer Lake Recreation Committee for June 10th, 2026 be adopted as presented.

In Favor:

Mayor Dean Ball
Deputy Mayor Lindell Smith
Councillor Kerry Jones
Councillor Darren Fitzgerald
Councillor Keith Park
Councillor David Hynes
Councillor Andrew Strangemore

In favor 7; opposed 0. Carried

Recreation
June 10, 2026

In attendance: Mayor Dean Ball
Deputy Mayor Lindell Smith
Councillor Kerry Jones
Councillor David Hynes
Councillor Keith Park
Town Manager Jason Young
Recreation Director Glynn Wiseman
Recreation Manager Hilary Hoyles

Item #	Title	Notes	Action
1.	Gym Floor	Some gym members have expressed concerns about the slipperiness of the floor. In response, the recreation department arranged for the flooring supplier to conduct a site visit. The supplier has recommended a solution to address the slipperiness. The product has been ordered and is expected to arrive within the next two weeks.	FYI
2.	NL West Cadet Expedition	NL West Cadet Expedition is seeking approval to have several small groups of Army Cadets use mountain bikes on the Deer Lake trail system. This activity would be a part of the larger Gold Star Expedition that will be taking place during the 2-4 Oct 2026 timeframe. The mountain biking portion of the expedition would take place on Sunday, 4 Oct 2026, during the morning to early afternoon timeframe. It would start and finish at the Deer Lake RV Park & Campgrounds and would involve Humber River Trail Loop.	Recommend Approval
3.	Boat Launch	The boat launch and swimming docks will be installed this week, and should be completed by Friday, June 12.	FYI
4.	Beach Clean Up	The initial beach cleanup of heavy debris has begun. After this process takes place, the recreation department will begin using the beach cleaner to maintain the beach.	FYI

Occupational and Health Committee Minutes

Town of Deer Lake

OH&S Minutes

OHS Program

Date: May 28, 2026

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**
- 3. Business Arising from Minutes**
- 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 2026 these are tentative dates.
- Next Committee meeting is as follows:
 - August 20, 2026
 - November 25, 2026

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

- Following training has been completed.
 - Trenching
 - Traffic Control
 - Transportation of Dangerous Goods
 - Confined Space
 - Powerline Hazards
 - Fall Protection
- May 25th and 27th is forklift and AWP training.
- First aid being completed May 29, 2026

Safe Work Practices & Procedures

Regular Tool box talks are taking place.

Safe work practice – **Back Injuries and Prevention**

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 their due diligence on their part in the workplace.

e. Accident/Incident Investigations

- February 06, 2026 – Worker was driving the plow when he brushed against the pole with the wing. No loss time and pole was fine.
- March 31, 2026 – Worker was getting out of equipment and got a sharp pain in lower left back. Was off work for a week.
- April 12, 2026 – Worker was plowing snow and the wing dug in and broke post on the front of truck.
- April 14, 2026 – Worker was moving a container of painting supplies and twisted the wrong way. He was off for a week.

f. Workplace Inspections

February 27, 2026 – Town Office

- Nothing to report at this time.

February 26, 2026 - SAR

- Nothing to report at this time.

February 27, 2026 – Lagoon

- Nothing to report at this time.

February 26, 2026 – Fire Hall

- Nothing to report at this time.

February 26, 2026 – Filtration Plant

- Nothing to report at this time.

February 27, 2026 – Depot

- Hose in walkway. – Completed

February 26, 2026 – Chlorine Building

- Nothing to report at this time.

February 27, 2026 – Hodder/Annex

- Pool lane rope blocking fire extinguisher. – Dwayne removed rope. Completed
- Fire Extinguisher off on the table in party room B. –Caitlin advised it was Completed
- Expired hot water tank. – Glynn advised it was Completed

March 25, 2026 – Town Office

- Need emergency lights in the bathrooms. –James advised it was Completed

March 26, 2026 – SAR

- Nothing to report at this time.

March 25, 2026 – Lagoon

- Nothing to report at this time.

March 25, 2026 – Fire Hall

- Nothing to report at this time.

March 26, 2026 – Hodder /Annex

- Safety cap on plug in broken on pool deck. – Steve advised it was Completed
- Emergency doors on pool deck sticking. – Glynn advised it was Completed
- Safety bar missing from the step out back by chlorine room. – Glynn advised it was Completed
- Broken exit light over the player's bench. - James advised it was completed
- Emergency doors hard to open. Behind players bench & by washrooms. Glynn advised it was completed.

March 26, 2026 – Depot

- Nothing to report at this time.

March 25, 2026 – Filtration Plant

- Emergency light battery pack not working. – James advised it was completed

March 25, 2026 – Chlorine Building

- Nothing to report at this time.

March 18, 2026 – Spillway Lift Station

- Workers wearing proper PPE during time of inspection.
- Hazard assessments, ladder inspection and confined space forms were completed during time of inspection.
- Pre-vehicle inspections were completed during time of inspection.
- Winch was in place and secure during the time of inspection.

April 17, 2026 – Town Office

- Nothing to report at this time.

April 16, 2026 – SAR

- Nothing to report at this time.

April 16, 2026 – Lagoon

- Nothing to report at this time.

April 17, 2026 – Fire Hall

- Nothing to report at this time.

April 17, 2026 – Hodder

- Exit door out back of pool very hard to open. Glynn advised he would have someone look at it. Hillary Advised parts are ordered.
- Several items blocking fire extinguisher down stairs in Gracia. Hillary advised it was completed.

April 17, 2026 – Depot

- Nothing to report at this time.

April 16, 2026 – Filtration Plant

- Nothing to report at this time.

April 16, 2026 – Chlorine Building

- Nothing to report at this time.

April 23, 2026 – High Street – Water and sewer hook up

- Workers wearing proper PPE during time of inspection.
- Hazard assessments, ladder inspection and trenching forms were completed during time of inspection.
- Pre-vehicle inspections were completed during time of inspection.
- Signage and ladder in place during time of inspection.

Inspections for the next few months are as follows – these are tentative dates.

- June 16, 2026
- July 22, 2026
- August 19, 2026

g. Emergency Preparedness

- Working alone app is up and running for staff working alone can use.

h. Disability Management

We have no one off work at this time.

6. New Business

- Allan Noble with Troy is coming in on Tuesday May 26th to verify the fire alarm panel in the town office. **The panel is up and running.**
- Leann reached out to Troy for a quote for a fire alarm panel for the Depot and extension for the fire hall. Gord would like to see the buildings the next time he is out to give an accurate quote. **Leann sent another email for an update on May 28, 2026.**
- Spare Battery was ordered and received for the walkie talkie in the annex.
- Glynn has advised he has gotten quotes for Hoods/covers to be installed over the emergency exits in the Hodder. **This has to be put into the budget.**
- The town now has the working alone app for staff to use. Toolbox was done to cover on how to use it by Leann. **Leann check and staff are using the app.**
- Woker has advised that when the chlorine alarm went off on April 24, 2026 and the on-call staff did NOT call to see if they are ok. **Lindell will look into this.**

- Workers would like to have a powered winch for lift stations. **Scotty will look at getting quotes.**
- Valve operator for opening and closing the town water supply. **Scotty will get quotes and get it put into the budget.**
- Western Lock needs to come back and fix a couple of doors. **Hillary advised Glynn.**
- Stadium needs to put markers by the bank for the Zamboni and loader so they know where the bank is too in the winter. **Hillary has advised Glynn.**
- Make sure there is a procedure for the Zamboni. **Leann will have a look and if needed create one.**
- Committee suggested getting an environmentally friendly ice paint. **Hillary has advised Glynn.**
- Floor in the annex is very slippery. **Hillary has advised she has someone coming and looking at it.**
- Workers have been noticed parking on the wrong side of the road with no emergency flashers on & no cones on the front or back of the vehicle. **Scotty has advised he will do a toolbox talk.**

7. Adjournment & Date of Next Meeting

- Date of next meeting tentative: August 20, 2026 at 10:00am.

2026-0615-16 Adjournment

Councillor Kerry Jones

Resolved that since there is no further business that the meeting adjourns at 8:58pm. Next Meeting scheduled for Monday, July 21st, 2026.

In Favor:

Mayor Dean Ball
Deputy Mayor Lindell Smith
Councillor Kerry Jones
Councillor Darren Fitzgerald
Councillor Keith Park
Councillor David Hynes
Councillor Andrew Strangemore

In favor 7; opposed 0. Carried



Mayor Dean Ball



Lori Humphrey, Town Clerk