

Minutes of the regular meeting of council held Monday, August 29, 2011, No. 1216 held in Council Chambers, 6 Crescent Street, Deer Lake.

In attendance: Mayor Dean Ball
Deputy Mayor Sandra Pinksen
Councillor Kerry Jones
Councillor Sheila Mercer
Councillor Elmo Bingle
Councillor Myra Spence
Councillor Jean Young (joined the meeting at 8:03 p.m.)

Also in attendance: Town Manager, Maxine Hayden
Administrative Assistant, Judy King
Gallery: Paul Hutchings, Reporter, The Western Star
Bill Hayden, Gordon Hancock, Andy Barillari

Absent: Town Clerk Kimberly Reid

Meeting called to order at 7:33 pm

Agenda 1216 approved as presented with the addition of an item for Environment & Housing and Recreation. A verbal report concerning Waste Management by Councillor Young. This report entitled Report (m).

Minutes regular Meeting No. 1215, August 15, 2011

Discussion:

Policy, Snow clearing damage, item 4© add if known and the Policy for Vegetation obstructing the visibility of traffic change the sentence structure to one sentence removing the period and making the "a" a lower case letter.

POLICY

Town of Deer Lake

Snow clearing damage

PURPOSE Damage caused to Personal property in the Road Allowance.

AUTHORITY As per resolution at Meeting No. 1175, August 17, 2009

Amended:

ACTION Any damage or repairs to personal property in the town of Deer Lake road allowance which may have been created through regular snow clearing by town employees or town vehicles will not be funded through the tax dollars of residents of the said town.

1. All Claims for damage must be made in writing to the Town Office within fourteen (14) days of the damage occurring: otherwise the claim will not be honoured. (The Town will not respond to Verbal claims) Claims will not be honoured after May 15th each year.
2. The Town will not be responsible for any damage caused within the road right-of-way. This includes damage to fences, garbage boxes, trees, etc.
3. The Town will not be responsible for damage caused by “weight of snow” or “lawn browning”
4. When making a claim the following information should be included to enable the process of your claim. If sufficient information is not provided this could result in a claim not being honoured.
 - a. Your Full mailing address
 - b. Time that damage occurred if known e.g. 6:30 a.m. Friday, December 6, 2002
 - c. Type of equipment if known that caused the damage e.g. International Backhoe
5. With large amount of snow. Council may have to dump snow on vacant land and open lawns in order to widen roads. Extra care shall be taken when doing this.

Meeting Date and Number: _____ August 15, 2011, No. 1215 _____

Verified by: _____

POLICY

Town of Deer Lake

Vegetation obstructing the visibility of traffic

PURPOSE Policy of the Town of Deer Lake for the Vegetation obstructing the visibility of traffic.

AUTHORITY As per resolution at Meeting No

ACTION Where this is identified as a safety issue by Town Staff:

If the obstruction is in the road right of way the property owner will be notified by letter to remove the obstructions within, 7 days. If the property owner does not remove the obstruction the Town will take appropriate action and remove the obstruction with no liability attached to the Town of Deer Lake.

Where the property owner asks that town workers remove vegetation, an authorization (Visual Impediment due to Tree Obstructions on Town Right Of Way) must be signed giving the town workers approval.

Meeting Date and Number: _____ August 15, 2011 No. 1215 _____

Verified by: _____

2011-0829-01 Amendment to Policies in Minutes 2011-0815 Meeting No. 1215

Councillor Sheila Mercer/Councillor Myra Spence

Resolved that the changes to two policies for Snow clearing and Vegetation obstruction the visibility of traffic be amended respectively to state:

1. Snow: item 4 © stating Type of equipment **if known** that caused the damage e.g. International Backhoe
2. Vegetation: in the action paragraph be amended to read as one sentence which is to be stated as If the property owner does not remove the obstruction the Town will take appropriate action and remove the obstruction with no liability attached to the Town of Deer Lake

In favor: Mayor Dean Ball
Deputy Mayor Sandra Pinksen
Councillor Kerry Jones
Councillor Sheila Mercer
Councillor Elmo Bingle
Councillor Myra Spence

In favor 6; opposed 0; abstained 0. Carried.

2011-0829-02 Minutes, Meeting No. 1215, August 15, 2011

Councillor Sheila Mercer/Deputy Mayor Sandra Pinksen

Resolved that the minutes to regular meeting No. 1215 held August 15, 2011 be adopted as presented with motion 2011-0829-01 added.

In favor: Mayor Dean Ball
Deputy Mayor Sandra Pinksen
Councillor Kerry Jones
Councillor Sheila Mercer
Councillor Elmo Bingle
Councillor Myra Spence

In favor 6; opposed 0; abstained 0. Carried.

Special meeting, August 24, 2011

Discussion:

Note was made that the reason why this special meeting was held on Wednesday, August 24, 2011 after advertising the meeting time on the website because council was under a time restraint for the awarding of the contract which had to be done before the deadline as it was under the Gas Tax Funding.

2011-0829-03 Special Meeting, August 24, 2011

Councillor Elmo Bingle/Councillor Kerry Jones

Resolved that the minutes to the special meeting held on August 24, 2011 be adopted as presented with no errors or omissions.

In favor: Mayor Dean Ball
 Deputy Mayor Sandra Pinksen
 Councillor Kerry Jones
 Councillor Sheila Mercer
 Councillor Elmo Bingle
 Councillor Myra Spence

In favor 6; opposed 0; abstained 0. Carried.

Correspondence

In future to have all correspondence that is for Information Purposes Only be placed at the end of the summary.

No	Name	Regarding	Response
1	Department of Municipal Affairs	Municipal Long Service Grants	For Information Purposes
2	Department of Environment & Conservation	Municipal Wetland Stewardship Agreement	A list of areas required for placement of sign.
3	MNL	Annual Convention – Corner Brook, Nov 2-5	For Information Purposes
4	MNL	Info Note, August 19, 2011 Prime Minister’s Volunteer Awards	For Information Purposes
5	FCM	FCM President released statement on the passing of the Honorable Jack Layton	For Information Purposes
6	FCM	2011 Annual Conference – Saskatoon, June 1 to 4, 2012	For Information Purposes
7	FCM	News - Week of August 15, 2011	For Information Purposes
8	FCM	News – Week of August 22, 2011	For Information Purposes
9	Municipal News	Summer Issue August, 2011	For Information Purposes
10	Gateway Waste Management Committee	Information about first Sub Region Waste Committee meeting	For Information Purposes
11	Gateway Waste	Proposed Constitution	Councillor Myra Spence

	Management Committee		advised that there would be a meeting before Sept. 12, 2011
12	Western Regional Waste Management	Newsletter #2 – August 2011	For Information Purposes
13	Newfoundland Schutzhund Club / Angie Parsons	Thanks You for support	For Information Purposes
14	Angie Parsons	Animal Control	Town Manager to arrange a meeting with Angie Parsons, Town Policeman and Animal Control Officer at the earliest convenience.
15	Arthritis Society	September is Arthritis Awareness Month in Canada, attached Proclamation	For Information Purposes
16	National Fallen Firefighters Foundation	Meeting/Training session – New Jersey, September 16,2011	For Information Purposes
17	NLOWE	Growth Webinar series	For Information Purposes
18	NLOWE	Weekly update - August 19,2011	For Information Purposes
19	DL Chamber of Commerce	This week, August 16,2011, Best Ball Golf Tournament, Pee Wee Baseball	Team Registered for Town
20	DL Chamber of Commerce	This week, August 23,2011 – Best Ball Golf Tournament, Opportunities in Brazil Lunch	For Information Purposes
21	ECMA 2012	Submissions now open	For Information Purposes
22	Stewart McKelvey	OHS Seminar – St. John’s September 7,2011	For Information Purposes
23	Canadian Cancer Society	Telethon – November 27,2011	For Information Purposes
24	Re-visioning Justice	Restorative Justice Week 2011 – November 13-20, 2011	For Information Purposes
25	Mayor Churence Rogers Town of Centreville-Wareham-Trinity	asking for support in nomination as President of MNL	For Information Purposes

26	Ducks Unlimited Canada	Thank You for recent Contribution	For Information Purposes
27	Heart & Stroke	Big Bike Registration Form	For Information Purposes
28	WHSCC	Priority Employer Program Quarterly Report Apr - June	For Information Purposes
29	WHSCC	Prime Status Report, July 2011	For Information Purposes
30	Stephen Vardy	Sheila Janes, Insurance Issue	Ms. Janes has been advised to file with her insurance company.
31	MMSB	Indiscriminate Dumping & Litter Study	Survey to be completed.
32	Literacy Projects Manager	Literacy 2011	For Information Purposes
33	Transition House	Walkathon – September 14, 2011	For Information Purposes
34	On star	Subscriber Services	For Information Purposes
35	Julie Crouse	Scotiabank Aids Walk for Life	For Information Purposes
36	CAE	CAE Program Info Sessions	For Information Purposes
37	Ronda Williams	Medication Advisory Panel Report	For Information Purposes
38	Gordon Hancock	Letter of Support, Deer Lake Seniors Citizens Association	Letter of support be given.
39	Krista Planke, PMA Executive Director	Economic Development Summit Information - Gander 24-26, 2011	For Information Purposes
40	Petrina Power	UMC Committee meeting – Gander, September 30, 2011	Mayor Ball scheduled to attend
41	Grand Lake Centre of Economic Development	43 rd Anniversary of Humber Valley Agricultural Exhibition- Sept. 16 th . & 17 th .	To advise them that a representative from Council will be in attendance.

Additional Correspondence

1. The Local Service District of St. Jude's – Request for a 30-day extension.

2011-0829-04 Local Service District of St. Jude's 30 Day Extension

Councillor Myra Spence/Councillor Elmo Bingle

Resolved that the a 30 day extension be granted to the Local Service District of St. Jude's with a letter requesting a meeting together with the Local Service District of St. Jude's and Municipal Affairs before the expiry date of September 30, 2011 and to be hand-delivered.

In favor: Mayor Dean Ball

Deputy Mayor Sandra Pinksen
Councillor Kerry Jones
Councillor Sheila Mercer
Councillor Elmo Bingle
Councillor Myra Spence

In favor 6; opposed 0; abstained 0. Carried.

Reports

a. **Pre-Construction Meeting, Bae Newplan, August 24, 2011 - For information purposes only.**

Pre-Construction Meeting Agenda

Town of Deer Lake

Birch & Colbourne Street - Water, Sewer and Road Upgrading, Phase I

Wednesday, August 24, 2011 @ 11:00 a.m. - 12:00 Noon

Town Office - Deer Lake



DRAFT

ATTENDANCE:

- Dean Ball, Mayor
- Sandra Pirksen, Deputy Mayor
- Myra Spence, Councilor
- Kimberly Reid, Town Clerk
- Chris Power, DMA
- Jamie Brake, DMA
- Ira Barter, BAE-Newplan Group
- Larry Bussey, BAE-Newplan Group
- Wayne Walsh, Marine Contractors
- Derm Bavis, Marine Contractors

STANDARD LIST OF ITEMS TO COVER	COMMENTS
1. Appointment of Official Representatives	
Town	
Contractor	Dave Thomas, Cell: 636-1117; John Fudge, Cell: 636-6632
Consultant	Derm Bavis, Cell: 638-0882; Daryl Bennett, Cell: 638-0638; Wayne Walsh, Cell: 638-0128
2. Sub-Contractors	Larry Bussey, Cell: 636-2551, Office: 635-8271; Ira Barter, Cell: 636-4344
3. Award Letter	Not applicable for this project.
	Award letter was sent on August 18, 2011

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STANDARD LIST OF ITEMS TO COVER	COMMENTS
4. Drawings Issued For Construction Drawings	<i>Drawings are currently being revised as "Issued for Construction" and shall be available by the end of the week. Contractor requires three full-size sets and one 11 x 17 size set.</i>
5. Items required before work starts Letter of good standing - Workers Compensation Certificate of Recognition - Letter of Good Standing Certificate of Training Form Copy of Safety Manual Certificate of Insurance	<i>All documents are on file with BAE-Newplan and contract documents have been prepared for signature.</i>
6. Other documentation required (within 14 days of award) Performance Bond Labour & Materials Bond Blasting Insurance Coverage (if applicable) Wharves Piers & Docks Insurance Policy (if applicable) All Risk Builders Insurance Policy (if applicable) Construction Schedule List of Sub-contractors Detailed Breakdown of Lump Sum Bid	<i>On file with BAE-Newplan Group</i> <i>On file with BAE-Newplan Group</i> <i>Not Applicable</i> <i>Not Applicable</i> <i>Not Applicable</i> <i>On file with BAE-Newplan Group</i> <i>Not Applicable</i> <i>Not Applicable</i>

STANDARD LIST OF ITEMS TO COVER	COMMENTS
Town requirements	Town expressed concerns regarding traffic control in the area of the school and any local businesses in area. The Town will notify the local school regarding the construction startup.
Start Date (14 days from award maximum)	Construction to commence on Monday, August 29th, 2011
Hours of work	Daily work schedule shall be from 7:00 a.m. to 7:30 p.m., 10 days on 4 days off.
11. Safety Requirements	
Signage	
Vests, hard hats, boots etc.	
Trench boxes	
Confined spaces	
Equipment	All items were discussed and the contractor will comply with all requirements as it relates to safety on the jobsite, workers and general public.
Inspector will notify Occupational Health & Safety if Deficiencies Observed	
Portable Washrooms	
12. Environmental Requirements	
Fuel	Fuel will be delivered as required by a local supplier
Storage	Not applicable.
Pumping (Dewatering)	Item was discussed, all environmental requirements will be adhered to.

STANDARD LIST OF ITEMS TO COVER	COMMENTS
<p>13. Changes in The Work (Extras)</p> <p>No Payment Without Prior Approval</p> <p>Contract to Notify Inspector Immediately</p>	<p>It was explained to the Contractor that the field inspector does not have the authority to sign or approve extra work - only to keep track of the time and equipment. Only the project engineer or manager can sign off or approve extra work. Procedure was reviewed and understood.</p>
<p>14. Engineering Site Office & Equipment</p> <p>Location</p> <p>Requirements</p> <p>Equipment Required</p>	<p>All items regarding the engineering site office and equipment were discussed and understood.</p>
<p>15. Surveying & Layout</p> <p>BNG Provide Control Points & Contractor Responsible for All Layout</p>	<p>This item was discussed.</p>
<p>16. Shop Drawings (if applicable)</p> <p>Format to be Used</p> <p>List of Items Requiring Shop Drawings</p>	<p>Procedure for submission and approval of shop drawings was discussed and understood.</p> <p>List of items was discussed, i.e. manholes.</p>
<p>17. Special Owner Requirements</p> <p>Project Signs</p> <p>Material Storage</p>	<p>A proper DMA project sign is required, as outlined in the Master Specification. The town will advise the contractor of the location for the sign placement.</p>
<p>Operation of Valves or other aspects of Town Water & Sewer System</p> <p>Easements (if applicable)</p>	<p>Contractor will identify and area with the town for material storage.</p> <p>The town will be notified when necessary. Larry Bussey to contact the town superintendent as required.</p> <p>As previously discussed in Item 10 above.</p>

STANDARD LIST OF ITEMS TO COVER	COMMENTS
Local Labour	
Detours (procedure & notifications required)	Item was discussed.
Water supply interruption notice required (announcements)	The town will be notified when any detours are necessary, who will then notify the Fire Department, RCMP and Ambulance Service.
Disposal of surplus fill	The town will be notified by Larry Bussey when water interruptions are necessary so that announcements can be made to area residents. Fire Department shall also be notified.
Entering onto private property - Written approval/agreement to be given to BNG prior to entering.	Soil material will be disposed of at the lagoon area off of Old Bonne Bay Road, and asphalt will be disposed of at the Town Depot on Gatehouse Road.
Servicing of vacant lots (permit from Town required)	Item was discussed and understood.
After hour contacts (three names and phone numbers required)	Item was discussed.
18. Reinstatement Topsoil & sodding/seeding	After hours work - Contractor will be given 4 hours to respond to all call outs. If no response is received within 4 hours the Town/third party will undertake the work and all costs incurred will be charged to the contractor
Asphalt	Procedure for reinstatement was discussed.
19. Pipe Bedding Sieve Analysis Required Before Material Used	To be submitted to BAE-Newplan Group for approval.

STANDARD LIST OF ITEMS TO COVER	COMMENTS
20. Asphalt Quality Control Aggregate testing Mix design Asphalt tests Placing	<p><i>All shall be submitted to BAE-Newplan Group for approval/quality control.</i></p>
21. As-Built Drawings Contractor responsible to provide info to inspector	<p><i>Procedure for as-builts was discussed.</i></p>
22. Communications With Residents Contractors employees should not discuss any item with any resident. If resident asks a question, refer them to BNG representative.	<p><i>This item was discussed.</i></p>
23. Town Comments <i>The town expressed concerns regarding the safety of area residents and safety of school students in the area.</i>	
24. DMA Comments <i>DMA advised that the budget has to be strictly following during construction, and DMA has to be keep updated as construction proceeds.</i>	
25. Contractor Comments <i>All discussed throughout the meeting.</i>	
26. Consultant Comments <i>All discussed throughout the meeting.</i>	

deer lake

Town of Deer Lake

Volume 1, Issue 1

July 20, 2011

OH&S NEWSLETTER

SAFE WORK PRACTICES AND PROCEDURES

DID YOU KNOW:

Currently the Town of Deer Lake has been working on developing safe work practices and procedures. On the safety bulletin boards are copies of the following practices and procedures:

- Proper Lifting
- Portable Ladder Safety
 - Shoveling
- Good Housekeeping
- MSI Prevention
- Personal Protective Equipment
- Fall Protection
- Hockey Nets
- Safe Use of Propane

Please note any changes you feel necessary to these safe work practices/procedures and sign your name so we can be ensured all staff have had the opportunity to be involved in developing our safe work practices and procedures.



The Town of Deer Lake will be conducting fire drills for staff in the very near future. Please make sure you know where your exits and first aid kits are in case of an actual emergency.



If you have anything you would like addressed at the next safety meeting please contact Christa at 635-0171 or e-mail deerlakeap@nf.aibn.com



KEEPING WORKERS SAFE

The underlying philosophy of the occupational health and safety legislation in Newfoundland and Labrador is an internal responsibility system. Its foundation is that everyone in the workplace - both the employees and employers - is responsible for their own health and safety and that of their co-workers.

When it comes to health and safety every worker has the following three basic rights:

1. *Right to Know* about what hazards there are in the workplace and what precautions must be taken to prevent injuries

2. *Right to Participate* in safety and health activities in the workplace without fear of any form of discriminatory action.

3. *Right to Refuse* work that one reasonably believes can be dangerous to oneself or others.

When it comes to safety at work, it's everyone's responsibility.

Employers are responsible to:

- Provide a safe workplace, equipment, systems and tools
- Provide information, training, supervision and facilities to ensure

worker safety

- Ensure that workers and supervisors are familiar with all hazards
- Consult and cooperate with their Occupational, Health and Safety Committees.

Employees are responsible to:

- Their own health and safety
- The health and safety of other workers

By combining the efforts of these parties, the goal of reducing the incidence of injury and illness in the workplace can be achieved.

Do you know your committee members?

Office Members:

- Maxine Hayden
- Kimberly Reid
- Christa Jones

Public Works Members:

- David Thomas
- Jerry Langdon
- Eric King
- Jamie Pinksen

Hodder Members:

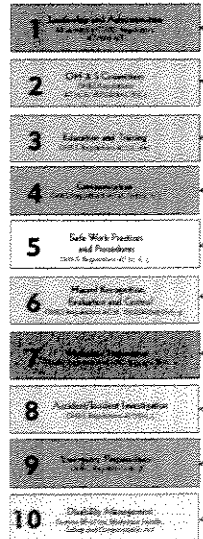
- Junior Pinksen
- Glynn Wiseman
- Ira Rideout
- Eva Anderson

Next OH&S Meeting:

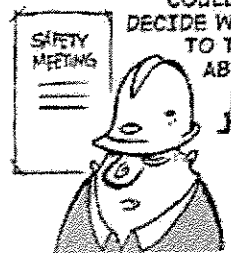
Tentatively Scheduled for September 15, 2011

Elements of an OH&S Program

Meeting our Legislative Responsibilities



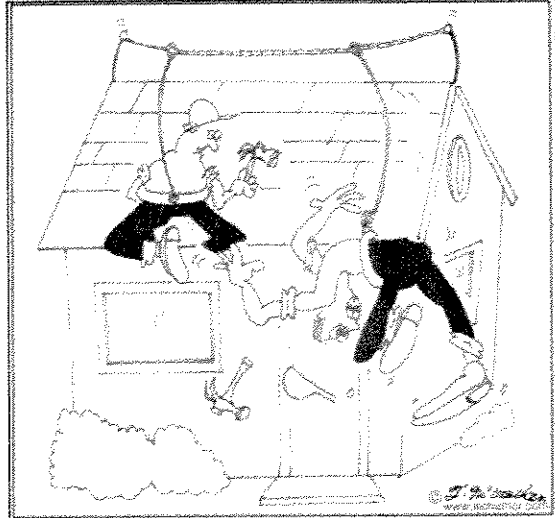
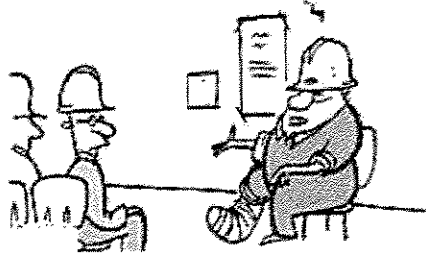
WHEN I HEARD IT WAS MY TURN TO RUN THE SAFETY MEETING I COULDN'T DECIDE WHAT TO TALK ABOUT.



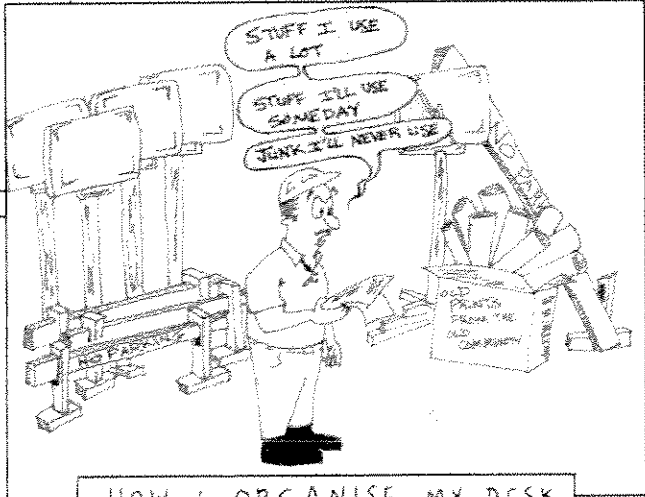
COULD TALK ABOUT POWER LAWS, OR HAND DRILLS, OR MAYBE POWER THREADERS, BUT THEN IT SUDDENLY CAME TO ME.



TODAY'S TOPIC IS THE SAFE USE OF PNEUMATIC NAILERS.

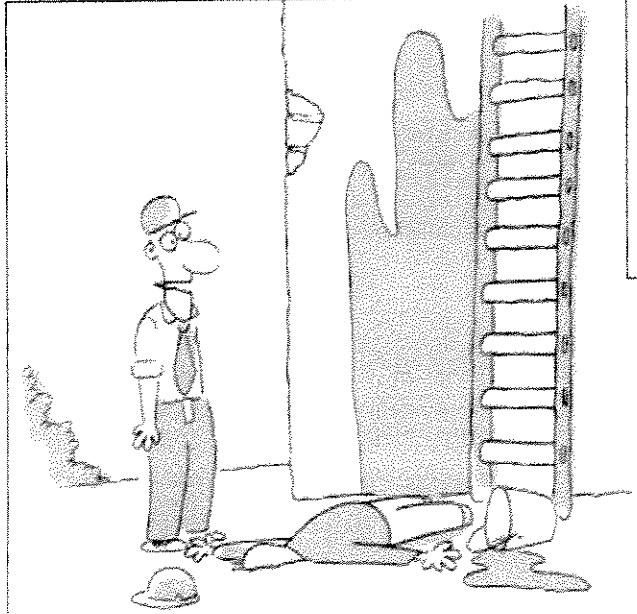
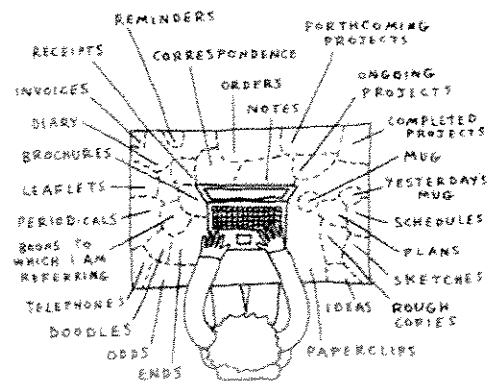


Fearing insurance rate increases if he had another accident claim, Dave tries a new harness system.



HOW I ORGANISE MY DESK

THE AREAS ARE ALLOTTED THUS:



"I still need your signature for the Safety course completion..."

c. HEDB, August 9, 2011 – For information purposes only.



Regional
Economic
Development
Boards



**Humber Economic Development Board
Snowmobile Initiative Meeting Notes**

**Deer Lake Town Council Office
August 9, 2011 @ 10:00am**

Attendance: Valerie Simms-Anderson (HEDB), Paul Chauk (DL Chamber of Commerce), Roseanne White (Rocky Brook Cabins), Peter Bull (Dept. of TCR), Donnie O'Keefe (NL Snowmobile Federation), and Gordon Hancock (HEDB).

Regrets: Dean Ball (Town of Deer Lake), Roxanne Ryan (Driftwood Inn).

Valerie welcomed everyone and introductions were made around the table.

Review of Concept & Timelines

Valerie handed out the concept paper and timeline for the snowmobile initiative. She explained that this was an economic development activity to re-establish Deer Lake as the "Snowmobile Hub" of the province. Donnie commented that this was timely because the Town of Gander is starting a similar piece of work.

Peter told the group about a Snowmobile Tourism workshop that will be happening in Grand Falls-Windsor in partnership with the Exploits REDB at the end of October (possibly 29th). Some possible sessions: showcasing an exemplary town, having someone from Revelstoke talk about back country touring, having snowmobile clinics, panel discussion and a meet & greet. Registration costs will be kept low. The Dept of Tourism will also have winter tourism product ads airing this winter.

Discussion ensued about the possibilities for this initiative with some ideas being:

- Staging areas are definitely needed.
- Access to garages and parts, when needed, is important to snowmobilers. Need weekend service.
- Search and Rescue – need to be informed, information about them out there for snowmobilers, possibly some training needed
- To be snowmobile-friendly, the town need to be well-signed and provide good access to snowmobilers.
- We need to have a list of what is here in the region for snowmobilers to be able use, i.e. gas pumps, places to stay, restaurants, garages, etc.
- Sheets of tips for businesses on how to be "snowmobile-friendly."
- Create a map of the area which can include safety tips and location of ramps and staging areas.
- Donnie uses Newline Mapping in Corner Brook to create quality maps of the groomed trails. This could be done for our project as well at a cost to the consumer of \$15.99. Maps can be changed weekly.
- We should invite surrounding communities to get on board with this as well.
- At a cost of \$300-\$400, perhaps local businesses and municipalities can sponsor the cost of the ramps.

- In the White River Road area, there could be an offloading area. It would need 2-3 ramps.
- There is a 100ft barn in Cormack that can be used for storage of snowmobiles during season.
- Maybe we could have snowmobile clinics offered locally.
- We could also provide a workshop on guiding properly (e.g. needing insurance, standards, first aid, etc.).
- Could have this tied to cross country skiing and other winter products.
- Perhaps focus group should happen after this event in GFW (early November).

Establish Committee

The group drafted a list of possible committee members, including:

- Funland owners
- Chris Legge at DL Motel
- Cormack Esso and other gas stations
- Joy Moss at 3Ts
- Wilf Curlew at Junction Trailblazers
- Adam Ball
- Troy Woolridge
- Local outfitting guides
- Todd Stark of Pizza Delight
- Oral Clarke of Tim Horton's

The letter to these people will include info on the initiative to re-establishment Deer Lake as the hub, invite to the committee and a mention about the workshop in GFW.

Next Steps:

1. Valerie and Paul will work on the invite letter and get it out to those listed.
2. Peter will inform group of the dates of the GFW workshop when it is established.
3. Valerie will send out an email to set date for next meeting in mid-September.

Meeting ended at 11:35am.

d. Delegation Meeting, NF Power, August 24, 2011 For Information Purposes Only.

In attendance: Mayor Dean Ball
Deputy Mayor Sandra Pinksen
Councillor Elmo Bingle
Councillor Myra Spence

Also In attendance: Town Clerk Kimberly Reid
Administrative Assistant, Judy King
Peter Feehan, NL Power
Carl Bishop, NL Power

Mayor Dean Ball welcomed the representatives from Newfoundland Power.

This meeting was arranged to meet with Newfoundland Power representatives and Council to discuss the supplying of power to the industrial park.

Meeting in point format:

- The representatives from NL Power informed council of the CIAC Policy that is in place and approved by the board of public utilities for supplying power to subdivisions. This is a relatively new policy and has not been enforced as it should be.
- The company will provide line extensions for permanent service to customers with a CIAC when the cost to construct and maintain the line extension will be recovered through electricity rates paid by those customers. Otherwise, a CIAC is calculated in accordance with the policy which means a contribution in aid of construction.
- With an industrial park lots of more than 3 being sold and on the type of business some will require a 3 phase power.
- Single phase power is now in as far as Royal K-9.
- There are currently 2 new businesses operating with generators and one of those businesses have approach NL Power and been given a quote to install power to that property.
- There will be a need for phase 3 power to most of the businesses that will be going in that area.
- This is an expensive cost to the property owners but some cost can be recoup over a ten year period.
- Council question if there could be an agreement with NL Power.
- What would be the cost for the town to have the power install.

The NL Power representatives gave council a copy of the CIAC policy and will look at a solution for the town on the 3 phase power for the entire loop and inform them within a week.

Mayor Dean Ball thanked Mr. Feehan and Mr. Bishop for attending and await their response.
Meeting adjourned at 3:55 p.m.

e. RCMP – Delegation Meeting – August 23, 2011 For information purposes only.

In Attendance:

Mayor Dean Ball

Town Clerk Kimberly Reid

Deputy Mayor Sandra Pinksen Municipal Enforcement, Terrance Barnes

Councillor Elmo Bingle

Councillor Myra Spence

RCMP – Sgt. Cal Barter

Mayor Ball welcomed all to the meeting. Purpose of the meeting was discuss loitering, vandalism and speeding in isolated areas of town focusing on the end of Main Dam Road and at the Town Office. Meeting discussions noted below in point format:

- Sgt. Barter relocated to the Deer Lake Detachment three weeks ago.
- Scheduling of officers to this area was discussed. Noted that there are officers on duty until 4 am – normally two per shift; and back on at 8 am
- Loitering issues tend to be higher in the summer months
- Request was made about having more officers on shift on the weekends
- Council requested focus be made on our areas of concern... extra patrols
- Mention made about souped up trucks with loud mufflers and low visibility due to mud
- Note was made that some of the younger parents in the Main Dam area are nervous.
- Other hang out areas were noted. RCMP will work with our Municipal Enforcement Officer on patrols and suggestions for possible resolutions.

f. Community Improvements Committee, August 23, 2011

Councillor Jean young joined the meeting at 8:03 pm.

2011-0829-05 Community Improvements Committee, August 23, 2011

Councillor Sheila Mercer/Councillor Kerry Jones

Resolved that the Town of Deer Lake adopt the committee report/recommendations of the Community Improvements Committee meeting of August 23, 2011 as presented.

In favor: Mayor Dean Ball
Deputy Mayor Sandra Pinksen
Councillor Kerry Jones
Councillor Sheila Mercer
Councillor Elmo Bingle
Councillor Myra Spence
Councillor Jean Young

In favor 7; opposed 0; abstained 0. Carried.

Community Improvements Committee Minutes/Notations of Meeting

August 23, 2011

Attendance:

Sheila Mercer	Glynn Wiseman	Bonnie Beattie
Paul Chaulk	Bill Stentaford	Sandra Perry

Regrets: Ivy Cassell Doris Philpott

Student Employment: Glynn reported that 11 students were employed by the Community Improvements Committee. Funding for salaries had been acquired through the Committee’s budget as well as various Government and Agency programs. This year, the students provided assistance to various Community Activities which included the Strawberry Festival, Canada Day and the Beach Clean-Up in addition to the regular workload.

After much discussion concerning the assignment of duties which would reflect the Committee’s Mandate, it was recommended that in 2012, we consider hiring some students who would qualify as early as April.

A Pizza Luncheon for the students is scheduled for Thursday, August 25.

Beach Clean-Up: Glynn recommended that in future the Beach Clean-Up be held around the same time as this year (Saturday, June 18). Advertising should be through the same venues, of Rogers Public Service Announcement, Church Bulletins and the schools.

Business Beautifications: Sheila advised that the Judges have recommended Fillatre’s Funeral Home as the winner of this year’s contest.

Councillor-Over-A- Barrel: It was noted that not all Councillors participated in this year’s competition and that because of an oversight, at least two barrels were not placed at the same time as the others. Sheila suggested that she would seek some input from Council regarding next year’s project. The winner will be announced at a future date.

Ocean Net: Sheila advised that the Town of Deer Lake is now registered with this organization. She stated that Ocean Net maintains a registry of various groups throughout the Province which conduct various clean-up projects of beaches, (ocean and fresh water) and other waterfronts.

Benches and Tables: Glynn reported that additional benches and tables will be constructed out of the current budget. Bill suggested that an additional picnic table be situated at the beach area across from Butt’s Garage. This area is being well used by residents and visitors. The new style benches (wood and metal) are costing around \$450.00.

Equipment Purchase: It was agreed that any new equipment to be purchased would be of commercial quality. It was also suggested that in the future, the students be provided with t-shirts which would identify that they are employed by the Community Improvements Committee.

Tree and Shrub Trimming: The following locations have been identified for tree and/or shrub trimming to give better sight distance: a spruce tree on the off ramp at the triangle, the circle at Church Street, the oval at Nicholsville Road and Main Street and the bottom of Chapel Hill and Nicholsville Road (especially if making a left turn).

New Business:

Boat Launch Area: Discussion included the need for more frequent mowing and trimming in the park area there. Also, it was suggested that Anti-Litter signs be placed there rather than the placement of garbage cans.

New Trail: Sheila advised that the new signage would be placed very soon.

Waterway Activities: It was noted that there is increased usage of the waterway (river and lake) by various forms of water craft. It was pointed out that the island where the Humber and Lake meet is a noted water fowl habitat which might need addition protection. After much discussion, it was decided that this Committee recommend that the Town consider placing "No Wake Zone" signs in strategic locations along the Humber River waterway.

Next Meeting: It was suggested that the next meeting be held in late September.

Discussion

There is concern that signs are being purchased out town, this is to be checked into.

To have a list completed for signs that need replacement.

An update from the Strawberry Festival Committee will be available for the next council meeting.

g. Environment & Housing, August 25, 2011

2011-0829-06 Environment and Housing, August 25, 2011 Committee Report

Councillor Kerry Jones/Deputy Mayor Sandra Pinksen

Resolved that the Town of Deer Lake accept the minutes/recommendations of the Environment and Housing Committee meeting of August 25, 2011 with item no. 4 being deferred(request for development at 12 Reginald Drive) and the approval of the additional item from Dave Cave/Rita Wyatt requesting to have the chip van be moved from the present location on Commerce Street when their permit expires on September 15, 2011 to 2 Pennell's Lane until October 15, 2011 be adopted as presented.

In favor: Mayor Dean Ball
Deputy Mayor Sandra Pinksen
Councillor Kerry Jones
Councillor Sheila Mercer

Councillor Elmo Bingle
 Councillor Myra Spence
 Councillor Jean Young

In favor 7; opposed 0; abstained 0. Carried.

ENVIRONMENT AND HOUSING COMMITTEE MINUTES/NOTATIONS

THURSDAY, AUG 25, 2011. 1 PM

In Attendance:

Councillor Kerry Jones (Chair) Town Clerk Kimberly Reid

Councillor Sheila Mercer Mun. Enforcement – Terrance Barnes

Deputy Mayor Sandra Pinksen

No.	Item	Description	Recommendation
1	Street Sign – Dr. D.D. Macdonald Drive	The sign was finally erected at Dr. DD MacDonald Drive this week on August 24 th . Sign is not new style and name is not as supposed to be i.e. Dr. D.D. Macdonald Drive ... it states Dr. D.D. MacDONALD dr.	Recommend order two new signs in new style and have them erected.
2	Outstanding Item: Wetlands Stewardship Sign	Location of sign	Recommend that we approach Dept of Transportation and Government Services Centre for permission to erect the sign in the clover-leaf by the overpass by Tim Horton's and have it close to the embankment to Nicholasville Road.
3	Order to Remove Vehicle: Mr. Scott Ball	Further to the past meeting of council, this order needs to be officially revoked.	Recommend that we revoke the order on Mr. Scott Ball to have his antique vehicle removed from the premises.
4	Request for Development: 12 Reginald	Letter attached from land owner.	This item is deferred until the Town Manager has returned from holidays. Item is to be

	Drive		re-tabled.
5	Permit: 95 Goose Arm Road - Shed	Shed – 24 X 20 X 12 high Setback (9 m): 250 feet - compliant Sideyard (2 &1): 50 feet - compliant Rearyard (9 m):213 feet - compliant Maximum Height (8m): 12 feet - compliant Lot coverage (33%): compliant	Compliant – Recommend approval.
6	Permit: 19 Humberview Drive - garage	Garage 30X24X 13 high Frontage (15 m): compliant Setback (9 m):180 feet Sideyard (2 &1): 3 feet Maximum Height (8m): 12 feet Lot coverage (33%): compliant	Compliant – Recommend approval.
7	Permit: 74 Old Bonne Bay Road - Commercial Industrial Zone – salt shed	Construction of Salt Shed Frontage (15 m): compliant Setback (9 m): compliant Sideyard (2 &1): compliant Rearyard (9 m): compliant Maximum Height (8m): Lot coverage (33%):	Approved pending appropriate Government Service Centre approvals.
8	Permit: Residential extension: 3 Wight's Lane	Extension: 20X16X 8 ft Frontage (15 m): compliant Setback (9 m): compliant Sideyard (2 &1): compliant	Compliant – Recommend approval.

		Rearyard (9 m): compliant	
9	Permit: Deck 27 Middle Road	Deck L shaped 14X20X35 Frontage (15 m): compliant Setback (9 m): compliant Sideyard (2 &1): compliant Rearyard (9 m): 100 feet	Compliant - Permit Issued August 19 th
10	Planning Amendment	Discrepancy discovered in the "flanking road" set back. Currently the regulations state that any individual on a flanking road have to be 9 meters set back from the road and 6 meters from the flanking road. This could mean that on one side, the second home could be 9 meters back and the home bordering on the flanking road would be 6 meters.	Recommend that we do a plan amendment to rectify this issue.
11	Signage – boat launch area	Two signs needed stating "NO WAKE ZONE" for boats leaving and returning to the site.	Recommend that we order and install two signs.

Additional Environment & Housing

1. Dave Cave/Rita Wyatt – Requesting permission to move the chip van from the present location on Commerce Street as their permit expires for that area on September 15, 2011 to their property on 2 Pennell's Lane until October 15, 2011 – Approved.

h. Public Works, August 25, 2011

2011-0829-07 Public Works Committee Report, August 25, 2011 except Item No. 10

Deputy Mayor Sandra Pinksen/Councillor Kerry Jones

Resolved that the Town of Deer Lake accept the committee report/recommendations of the Public Works Committee meeting of August 25, 2011 with the exception of item No. 10 and with the addition of the MNL Resolution regarding the Tire Recycling program be adopted as presented.

In favor: Mayor Dean Ball
Deputy Mayor Sandra Pinksen
Councillor Kerry Jones
Councillor Sheila Mercer
Councillor Elmo Bingle
Councillor Myra Spence
Councillor Jean Young

In favor 7; opposed 0; abstained 0. Carried.

Deputy Mayor Sandra Pinksen left the meeting at 8:19 pm declaring conflict of interest.

2011-0829-08 Public Works Committee Report, August 25, 2011 Item No. 10, Transmission Line Debris

Councillor Elmo Bingle/Councillor Myra Spence

Resolved that the Town of Deer Lake to have the tires removed and have no dumping signs put in place and camera installed in that location and by the transmission line have the debris removed and no loitering/dumping signs installed.

In favor: Mayor Dean Ball
Councillor Kerry Jones
Councillor Sheila Mercer
Councillor Elmo Bingle
Councillor Myra Spence
Councillor Jean Young

In favor 6; opposed 0; abstained 0. Carried.

Deputy Mayor Sandra Pinksen rejoined the meeting at 8:21 pm.

Public Works Committee Meeting Minutes/Notations

August 25, 2011, 9:30 am

In Attendance:

Deputy Mayor Sandra Pinksen (Chair)	Town Clerk Kimberly Reid
Councillor Elmo Bingle	Mun. Police, Terrance Barnes
Councillor Myra Spence	Acting Superintendant John Fudge

No.	Item	Description	Action
1	Pending: 5 Humberview Drive	Culvert and water drainage issue	Approval is to be obtained from Dept of Environment for permission to divert water. Once permission obtained, item is to be re-tabled at the committee level.
2	Pending: Mr. Ralph Compton from Public Works meeting, August 11/11	Request for clarification on how to proceed.	This item is to be placed on the list for Capital Works when Gatehouse Road is completed
3	Pending: As deferred from the last meeting of Public Works	Mike Ball and pressure concerns at Garden Road.	Water pressures are to be obtained from neighbors of Mr. Ball and brought back for further discussion.
4	Approval to Award	Letter received from Dept of Municipal Affairs re: Birch and Colbourne.	For information purposes only. This is standard procedure.
5	#4 Dr. D.D. Macdonald Drive	(John Andrews) – His shut off pipe is buckled.	PW Acting Superintendent has it on his list of items to do (Aug 23 rd)
6	Colbourne & Birch Street	Contract documents need to be signed.	For information purposes only. This is standard procedure.
7	Fire Hall hanging out	Gate is being installed to try and eliminate trespassers from accessing the fire hall landing and the office roof. Municipal Police Officer also suggested an alternative solution in the form of an emergency drop ladder for fire escape purposes.	Gate is to be installed ASAP. Meeting is to be scheduled with Fire Chief Dinney and Asst. Fire Chief Tansley to discuss concerns here and also to discuss a drop ladder.

8	Request made by Council member	Requesting a copy of the maintenance schedule for sewer lift stations, man holes etc.	Schedule is to be arranged detailing all areas of town and number of times per year/week visits/checks or items are tabled to be completed.
9	Funding not approved	Letter from Dept of Municipal affairs stating that fund for Gatehouse Road and Whites Road water and sewer upgrading is denied.	For information purposes.
10	Transmission Line debris & Tires	Concerns expressed over debris on the transmission line which was not picked up during regular clean up. Now more items are being added including a mattress. Also, at a business in town, tires are being dropped there without the owner's knowledge. Also, debris on our land has been discovered by the Gulf Steel.	Recommend that we clean up debris by transmission line and install a sign stating "No Dumping in this area" Tires: we will remove and install town sign - no dumping Gulf Steel: Install signs no loitering/dumping
11	Sundara West	To further alleviate the issue of traffic entering the wrong way, it is suggested by the acting superintendent that we purchase a "DO NOT ENTER" sign	Recommend that we install a "DO NOT ENTER" sign to assist in clarification on this road way.

Additional Item:

RESOLUTION:

The Public Works Committee would like to submit a resolution to the MNL Convention in direct reference to the tire recycling program and what we – as a municipality – is supposed to do with this debris.

i. Finance, August 25, 2011

2011-0829-09 Finance Committee Report of August 25, 2011

Councillor Elmo Bingle/Deputy Mayor Sandra Pinksen

Resolved that the minutes/recommendations of the Finance Committee meeting of August 25, 2011 be adopted as presented and as noted in the report attached herein with the exception of item no. 3 being deferred in regards to a letter from Evan Morgan re misplacement of his plans.

In favor: Mayor Dean Ball
Deputy Mayor Sandra Pinksen
Councillor Kerry Jones
Councillor Sheila Mercer
Councillor Elmo Bingle
Councillor Myra Spence
Councillor Jean Young

In favor 7; opposed 0; abstained 0. Carried.

Finance Committee Meeting Minutes/Notations

August 25, 2011, 8:30 am

In Attendance:

Councillor Elmo Bingle (Chair) Town Clerk, Kimberly Reid

Deputy Mayor Sandra Pinksen

Councillor Jean Young

	Item	Issue	Recommendation
1	Pending from Public Works meeting of June 8 – Item No. 14: Mr. Laurie Winsor, 5 Humber View Drive	Reference Public Works minutes of June 8, 2011	Referred back to Public Works
2	Pending from Finance Meeting of August 11: DL Search and Rescue	Letter re request for financial statement. Also, copy of December 2010 bank statement.	Request that a meeting be arranged ASAP with Brian Chaulk, Treasurer to discuss sample of what Finance would like to see.

3	Pending from regular meeting 1214, August 15, 2011 EVAN MORGAN	Letter with his requests re misplacement of his plans.	ITEM DEFERRED: After consultation with MNL Legal Representative, recommend that we send him a letter of apology and inform of policy change.
4	Master Card	Requesting to increase the credit limit on the Town Manager's card from \$6000 to \$10,000 – this is the original amount before cards were acquired for Kim, Dave and Junior	Recommend that credit limit on Town Manager's Credit Card be increased to \$10,000.00 as per normal.
5	Bae Newplan	Requesting release of Payment No. 12 totaling \$13,460.00 + HST= \$15,209.80	Recommend approval pending verification of receipt of funds from Government.
6	Training Requirements – First Aid	Copy of professional development budget attached for your convenience. Total costing attached in report drafted by OHS Coordinator.	Recommend approval
7	Tax Adjustments	Poll Tax: 353.00	Recommend approval
8	Accounts Payable	Totaling \$99,516.08	Recommend approval
9	Cheque Register	For information purposes: #'s 22846-22943	Viewed with no concerns
10	Balance Sheet	For information purposes.	Viewed with no concerns

j. Recreation Update, August 26, 2011

2011-0829-10 Recreation Professional Development, August 26, 2011 Recreation Report

Councillor Myra Spence/Councillor Kerry Jones

Resolved that the approval be given for one employee to attend two recreation management courses in Legal Liability, Risk Management, Marketing and Promotions in St. John's from Nov. 16-18, 2011, with the discretion that there is coverage in the budget.

In favor: Mayor Dean Ball
Deputy Mayor Sandra Pinksen
Councillor Kerry Jones
Councillor Sheila Mercer
Councillor Elmo Bingle
Councillor Myra Spence
Councillor Jean Young

In favor 7; opposed 0; abstained 0. Carried.

2011-0829-11 Recreation Canteen Operator, 2011-2012 Season

Councillor Myra Spence/Councillor Kerry Jones

Resolved that the recommendation of the proposal from Betty Guy to operate the canteen and vending machines at the Hodder Memorial Complex for the 2011-2012 Season for the monthly rental fee of \$400.00 be adopted as presented.

In favor: Mayor Dean Ball
Deputy Mayor Sandra Pinksen
Councillor Kerry Jones
Councillor Sheila Mercer
Councillor Elmo Bingle
Councillor Myra Spence
Councillor Jean Young

In favor 7; opposed 0; abstained 0. Carried.

2011-0829-12 Recreation Committee Report, August 26, 2011

Councillor Myra Spence/Councillor Kerry Jones

Resolved that the recommendations of the Recreation Committee Update report for August 26, 2011 and addition be adopted as presented.

In favor: Mayor Dean Ball
Deputy Mayor Sandra Pinksen
Councillor Kerry Jones
Councillor Sheila Mercer
Councillor Elmo Bingle
Councillor Myra Spence
Councillor Jean Young

In favor 7; opposed 0; abstained 0. Carried.

Recreation Committee Update

From: Committee Chairperson, Councillor Myra Spence

1. Pool ----National and Bronze courses are completed. This will give us a few more part time workers for the fall. We had no one apply for the full time day position this may need a little adjustment on current pool schedule.
2. Bowling----- We will be getting ready to open the Lanes early in September. We will start our YBC and adult leagues as soon as school opens.
3. Stadium----- Relay for life will be September 10-2011.The Agricultural fair will take place September 16-17. The ice will be ready for a start up camp on September 30-2011

Other

The dog show sponsored by Royal K-9 was held on August 19-21 and all went well. Thomas amusements arrived on August 23-2011 and left on August 26. We are hoping to have the digital sign installed early September. We have put in the paper we are seeking a canteen operator. Rick Hansen Relay will be here on September 1st-2011. All participants will meet here for a brief meeting on that day with the relay commencing on Old Bonne bay Road at approx 3:30pm and a Community BBQ at 5:30 with our presentation to Patti Bouzanne as our Community Difference Maker. Two Recreation Management courses in St. John's are sponsored by Recreation Newfoundland and Labrador and College of North Atlantic. One is on Legal Liability and Risk Management one day course @ \$ 199.00. Second is a two day course on Marketing and Promotions @ \$395.00. There would be one travel cost to St. John's and these course are from November 16-18-2011.

k. Public Works Superintendent, August 1 – August 15, 2011 For information purposes.

Report From: Public Works Superintendent David Thomas

Prepared For: Council & Management Team

Date Prepared: August 15, 2011

Timeframe: August 1, 2011-August 15, 2011

Road:

- Patching
- Ditching
- Crosswalk and line painting
- Graded gravel roads
- Swept roads and sidewalks

- Prepared and paved Old Bonne Bay Road, St. Georges lane and Lakeside Drive where broken waterlines and culverts were repaired
- Repaired shoulders on road

Water:

- Water hook ups on Lushes Lane and Humberview Drive
- Repairs to filtration plant
- Flushing hydrants
- Repaired service line on Elizabeth Ave

Sewer:

- Repair lift station pumps on Riverbank Road, main lift station and Lakeside Drive
- Sewer hook ups on Lushes Lane and Humberview Drive

Snow:

Building Maintenance:

- Electrical Repairs at Depot and Recreation Center

Misc :

- Poured sidewalk on Nicholasville Road
- Installed boat launch
- Hauled away wrecks at Fire training site
- Trimmed trees at intersections and along roads

I. Action Report, Meeting No. 1215 For information purposes.

No.	Item	Applicable Dept.	Individual Responsible	Task to be completed	Completion Date.
1	Mr. Scott Ball	E/H		Next e/h meeting – need to revoke order to remove vehicle	Tabled for next E/H meeting and necessary recommendation to revoke is complete.
2	MNL Convention	Admin	Kimberly	Register council for MNL conference in Corner Brook	Registration send for councillors only – Aug 19 th
3	Relay for Life Donation	Recreation	Jr./Kim./Maxine	Inform them of the results of their request for donation	Letter drafted for Mayor's signature Aug 19 – faxed Aug 23 rd
4	Amendment to Land Sales Policy	Admin	Kim	Amend policy and get signature/place in binder	Fixed and ready for signature August 19 th . Recorded in

					books Aug 23 rd
5	Letter to LSD of St. Jude's and notify residents re insurance companies going to be notified	Admin	Kim	Write letter and notice to residents	Terry finally served Toby (couldn't get him) on Aug 18 th – notice to residence via mail Aug 19 th
6	Golf tournaments for Chamber of Commerce	Admin	Kim	Inform chamber of entry	Spoke with Paul at Chamber on Aug 18 th
7	Gas tax tenders closing August 18 th	Admin/ PW	Kim/Dave	Find out results	Attended opening Aug 18 th – e-mails council to advise of results.
8	Policies to be updated/signed and put in binder	Admin	Kim	All signed by Mayor Ball and placed in binder	August 19 th completed
9	Advertisement for Contractor to Operate Hodder Canteen	Rec	Jr & Kim	Send off advertisement	Ad sent August 19 th for publish on August 24 th – union notified Aug 18 th
10	Permit approvals – E/H	Admin	Maxine/Kim	Maxine gave all approvals to Pat before going on holidays	Aug 16/11
11	Delegation E/H – Gordon Hancock – notify of denial	E/H	Max/Kim	Write letter to Gordon Hancock	Letter mailed Aug 19
12	Denied – request to subdivide land at Middle Road	E/H	Max/Kim	Write letter to Wayne LeRoux informing of denial	Letter mailed August 19
13	Sewer Services – 3 Airport Ave.	E/H	Max/Kim	Inform approval pending GSC approval on Septic.	Letter mailed Aug 19
14	Inform of deferral of delegation item	PW	Max/Kim	Inform Mike Ball that item is deferred for more info.	Letter mailed Aug 19
15	Contact RCMP regarding noise/nuisance at end of Main Dam Road	PW	Max/Kim	Contact RCMP request extra patrols	Terry made arrangements for RCMP to meet PW on Tuesday, Aug 23 @ 2:15 pm.

16	Land deferral at Spillway	PW	Max/Kim/Judy	Find out more information and re-table for address re past individuals who have inquired about the land	Judy compiled a list of information for Maxine on this item. It is on her desk waiting for her return from holidays.
17	Ralph Compton and fencing	PW	Max/Kim	Unclear on how to proceed here. Not clear direction in report. Will contact Chair of PW for assistance and retable.	Aug 19 - Advised by Chair to re-table for next PW meeting
18	Gas chambers repairs required	PW	Max/Kim	Contact Reidville and see if they are willing to have chambers in their area.	Spoke with Connie Aug 22 in the morning. She is going to take it to council on Sept 12 th and bring feedback back to us.
19	Leave request denied	PW	Max/Kim	Inform Otto Roberts that his request is denied due to section in Union Contract	Letter delivered August 22/11
20	Gatehouse road drainage	PW	Max/Kim	Send letter to Mr. Tucker station we will be meeting with Kruger to discuss the drainage problem	Letter mailed August 22/11
21	Set up meeting with Kruger	PW	Maxine	Arrange meeting with Kruger to discuss drainage issue by depot and Mr. Tuckers	Spoke with Larry Marks Aug 22, 11:57 am. He requested that we send a detailed e-mail about issues. E-mail sent same day.
22	Sign at Sundara West	PW	Max/Dave	Move sign to right hand side of the road.	John will look into this week (Aug 22)
23	Noise/loitering	PW	Max/Kim/Terry	Contact RCMP for assistance/guidance	Terry arranged Meeting Aug 23 rd @ 2:15 pm
23 A	Signage - No Loitering /No littering for area of Main Dam Road	PW	Max/Dave/Kim	Order sign	Instructions given to John F. to order signs on Aug 22/11

24	Inform Steven Slade that he is successful in being appointed to wage subsidy program with the town.	PW	Max/Dave	Maxine spoke with Steven before going on holidays	August 16, 2011
25	Water course in Gander	PW	Dave	Register Wayne and Jerry to attend.	Trying to find info – John looking into...
26	Contact government requesting they allow us to call for another tender for curb, gutter, sidewalk and surface coarse of asphalt due to project coming in under budget	PW	Maxine	Maxine contacted government via e-mail before going on holidays	August 16, 2011
27	Line paintings for Cormack	PW	Maxine/Kim	Notify Cormack that we are unable to do this – to contact DOT	e-mail sent to Tracey (Town Clerk) on Aug 22/11
28	Fencing for Mr. Jonathon Giles	PW	Dave	Fence damage during snow clearing – purchase boards and paint	Letter mailed August 22
29	Rain suits	PW	Dave	Order rain suits from Rental Plus	Ordered by Dave.
30	2012 budget	PW	Max/Dave/Kim	Include \$55,000.00 for pump repairs plus regular \$25,000 maintenance on pumps	Tabled August 16 th on budget wish list for 2012
31	Blowers for lagoon	Finance	Max/Dave	Approved to order pumps - \$10,700 per unit + site visit \$5000	PW working on
32	Dr H Bliss Murphy Cancer Foundation	Finance	Kim	Inform that donation request is denied due to local support of relay team.	Letter sent Aug 22/11
33	Karlee Oake	Finance	Kim	Inform of donation \$25	Ck # 22926 issued Aug 22/11
34	WMRH telethon	Finance	Max/Kim	Inform of \$25.00 donation	Ck # 22932 issued Aug 22 but not sent until we are closer

					to the date.
35	Robbins Enterprises	Finance	Judy	Inform of business tax incentive	Spoke with owner on Aug 16/11 and advised that she will receive letter in the mail
36	Birch & Colbourne	Finance	Kim	Inform MA, BNP of approval to award tenders	Spoke with BNP, approval to award not needed as the project came in under tender. Motion made is adequate.
37	DL SAR	Finance	Max/Kim	Inform that item is deferred pending receipt of financial statements	Spoke with Brian Chaulk on Aug 22/11 – info will be provided.
38	Tax adjustments	Finance	Judy	Adjust/refund as required	Judy working on Aug 16
39	Accounts payable	Finance	Kim/Christa	Pay accounts payable	Cheques issued Aug. 16
40	BMO MC for Recreation	Finance	Kimberly	Order MC for Junior	Request faxed to BMO Aug 22, 2011

m. Waste Management – Sub-Region Committee – Verbal Report – For information purposes.

Councillor Jean Young is the Town's representative on this committee representing Deer Lake. This is a verbal report from the meeting on August 29th, 2011:

- Subcommittee drafting up a constitution
- Will have to be incorporated
- Committee requesting from council \$100.00 towards the cost of incorporation.
- 14 communities to be asked to participate.
- Request for \$100.00 to be referred to Finance for approval.
- There is a need for an alternate person from each community.

Adjournment

2011-0829-13 Adjournment

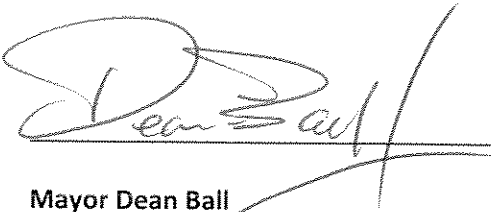
Deputy Mayor Sandra Pinksen/Councillor Elmo Bingle

Resolved that sincere there is no further business in urgent need of discussion, that the meeting adjourn at 8:39 pm with the next regularly scheduled meeting set for Monday, September 12, 2011 at 7:30 pm.


In favor: Mayor Dean Ball
Deputy Mayor Sandra Pinksen
Councillor Kerry Jones
Councillor Sheila Mercer
Councillor Elmo Bingle
Councillor Myra Spence
Councillor Jean Young

In favor 7; opposed 0; abstained 0. Carried.

*NOTE: Page numbers 10 and 11 are deleted from the order due to copied and pasted reports and computer error in accepting these reports.



Mayor Dean Ball



Town Clerk Kimberly Reid