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

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

Absent:  

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

Gallery: Bill Hayden

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

2019-0114-01, Minutes No. 1370  
Councillor David Parsons /Councillor Amanda Freake  
Resolved to accept the minutes of regular meeting of council, No. 1370 Monday, December 18, 2018

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

In favor 7; opposed 0. Carried

2019-0114-02, Minutes Special Meeting December 19, 2018  
Councillor David Parsons /Councillor Gordon Hancock  
Resolved to accept the minutes of special meeting of council Tuesday, December 19, 2018

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

In favor 7; opposed 0. Carried

2019-0114-03, Minutes Special Meeting December 27, 2018
Councillor David Parsons /Councillor Gordon Hancock
Resolved to accept the minutes of special meeting of council Thursday, December 27, 2018

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

In favor 7; opposed 0. Carried

Correspondence  
Meeting No. 1371

Date: Monday, January 14, 2018

<table>
<thead>
<tr>
<th>No</th>
<th>NAME</th>
<th>REGARDING</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>SAM</td>
<td>Sam Scholarship</td>
<td>FYI</td>
</tr>
<tr>
<td>2</td>
<td>MAA</td>
<td>Breakfast February 8, 2019</td>
<td>Councillor Spence, Deputy Mayor Goosney, Councillor Parsons, Councillor Jones, Town Clerk, Administration Assistant</td>
</tr>
<tr>
<td>3</td>
<td>Diamond’s Finance EPR Software</td>
<td>Advertising</td>
<td>FYI</td>
</tr>
<tr>
<td>4</td>
<td>Gudie Hutchings</td>
<td>Affordable Housing Sessions</td>
<td>Edo to attend</td>
</tr>
</tbody>
</table>
| 5  | GHJC                  | January 26 – Reidville  
Do will still need a motion for this? | Deputy Mayor Goosney Councillor Hancock to attend. Mayor Ball to be alternate. |
2019-0114-04, Proclamation
Councillor Myra Spence /Councillor David Parsons
Resolved to accept the minutes of special meeting of council Thursday, December 27, 2018

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

In favor 7; opposed 0. Carried

(a) Finance

2019-0114-05, Finance
Councillor Amanda Freake/Councillor Myra Spence
Resolved that the recommendations for Finance Report for January 10, 2019 excluding #9 be adopted as presented.

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

In favor 7; opposed 0. Carried
Councillor Hancock leave meeting due to conflict of interest.

2019-0114-06, Finance
Councillor Amanda Freake/Councillor Myra Spence
Resolved that the recommendations for Finance Report for January 10, 2019 # 9 be adopted as presented.

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

In favor 6; opposed 0. Carried

Councillor Hancock returns to the meeting.

Councillor Amanda Freake
Councillor Myra Spence via phone
Maxine Hayden

<table>
<thead>
<tr>
<th>NO</th>
<th>Description</th>
<th>Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>FCM membership 2019-2020 - $2,265.44</td>
<td>Recommend approval</td>
</tr>
<tr>
<td>02</td>
<td>Marine 1st 2nd 3rd Claim 7 - $70,559.17</td>
<td>Recommend approval</td>
</tr>
<tr>
<td>03</td>
<td>SNC Lavlin Fourth Ave. - $14,556.64</td>
<td>Recommend approval</td>
</tr>
<tr>
<td>04</td>
<td>Santec feasibility study - $10,440.68</td>
<td>Recommend approval</td>
</tr>
<tr>
<td>05</td>
<td>Marine 1st 2nd 3rd holdback - $18,603.14</td>
<td>Recommend approval</td>
</tr>
<tr>
<td>06</td>
<td>2019 Wayfinder Maps - $550.00</td>
<td>Recommend approval</td>
</tr>
<tr>
<td>07</td>
<td>BMO loan $360,000 remaining amortization 5yrs. Rates 1yr term 3.50%, 2yrs term 3.32%, 3 yrs term 3.40%</td>
<td>Recommend 5 yr term at 3.50%</td>
</tr>
<tr>
<td>#</td>
<td>Name</td>
<td>Address</td>
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</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>08</td>
<td>Accounts Payable - $151,280.78</td>
<td></td>
</tr>
<tr>
<td>09</td>
<td>B &amp; S trucking Riverbank Road - $41,230.78</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>111 North Main Street taxes</td>
<td></td>
</tr>
</tbody>
</table>

(b) Environment and Housing

2019-0114-07, Environment and Housing
Councillor Kerry Jones /Councillor David Parsons
Resolved that the recommendations for Environment and Housing Report for January 10, 2019 be adopted as presented.

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

In favor 7; opposed 0. Carried

Environment & Housing Committee Minutes
Thursday, January 10, 2019, 10:30 am
| New Residence |
| Accessory Building |
| Commercial Construction |
| New Businesses |
| Other |

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>2.</td>
<td>Cozy River Cottage</td>
<td>Air BnB</td>
</tr>
</tbody>
</table>

| 3. | Marina | CBPP has approved the application | Information update |
| 4. | St. Jude’s | Extension to private property for shed and playground | Approved |
| 5. | St. Jude’s | LSD has granted approval for three Crown Land applications | Approved |
| 6. | Coleman’s | Trailer built onto building | Service NL will not act; issue to be addressed by Town | Town to write company |
| 7. | Brian Curtis | Route 430; Crown Land lease | For hay and vegetables | Approved |
| 8. | Housing for labour force | Discussion | EDO to prepare briefing note for council |
| 9. | Brian Tulk | 17 Grace Avenue | Seeking variance on maximum height of garage | Approved |
| 10. | Open air fires |   | To be sent to council for input |

(c) Public Works

2019-0114-08, Public Works
Deputy Mayor Michael Goosney/Councillor Myra Spence
Resolved that the recommendations for Public Works Report for January 10, 2019 be adopted as presented.

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

In favor 7; opposed 0. Carried

Public Works
January 10, 2019

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

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

(d) Economic Development

2019-0114-09, Economic Development
Councillor Kerry Jones / Councillor David Parsons
Resolved that the recommendations for Economic Development Report for December 14, 2018 and January 9, 2019 be adopted as presented.

In Favor:  Mayor Dean Ball
          Deputy Mayor Michael Goosney
          Councillor Amanda Freake
          Councillor Myra Spence
          Councillor David Parsons
          Councillor Gordon Hancock
          Councillor Kerry Jones
In favor 7; opposed 0. Carried

Economic Development Committee Minutes
Meeting of Friday, December 7, 2018, 9:30 am, Deer Lake Town Office

<table>
<thead>
<tr>
<th>In Attendance</th>
<th>Regrets</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chairperson Gordon Hancock, Town Councillor</td>
<td>Roseann White, Holiday Inn Express</td>
</tr>
<tr>
<td>Sheila Mercer</td>
<td>Cyril Kirby</td>
</tr>
<tr>
<td>Damon Clarke, Economic Development Officer</td>
<td>Terri Gilbert</td>
</tr>
<tr>
<td>Kerry Jones, Town Councillor</td>
<td></td>
</tr>
<tr>
<td>Maxine Hayden, Town Manager</td>
<td></td>
</tr>
</tbody>
</table>

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

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

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

c. Deer Lake Tourism Development Corporation (DLTDC)
The DLTDC needs to have its executive committee and signing officers updated. It is expected this will be done early in 2019.

d. 2019 Budget
The EDO has made his budget submission and is now waiting to hear which aspects of the budget submission will be funded.

III. New Business
None

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

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

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

VII. Adjournment
The meeting was adjourned at 10:35 am.

Economic Development Committee Minutes
Meeting of Wednesday, January 9, 2018, 3 pm, Deer Lake Town Office

<table>
<thead>
<tr>
<th>In Attendance</th>
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<tbody>
<tr>
<td>Chairperson Gordon Hancock, Town Councillor</td>
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<tr>
<td>Damon Clarke, Economic Development Officer</td>
<td>Terri Gilbert</td>
</tr>
<tr>
<td>Cyril Kirby</td>
<td>Kerry Jones, Town Councillor</td>
</tr>
</tbody>
</table>
I. Call to Order
The meeting was called to order at 3:05 pm.

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

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

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

III. New Business
a. Funding Updates:
The Town received a verbal commitment that ACOA will fund $150,000 of the Town’s tourism master plan. The Department of Tourism has already agreed to provide some $75,000.

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

V. Other Issues for Discussion
a. Boundary Expansion
The Town of Deer Lake is now awaiting the submission of the feasibility study by Stantec. It is expected the consultant will recommend that the Town be allowed to expand its boundary westwards to what is now the Town’s planning boundary.

VI. Next Meeting
The next meeting is tentatively scheduled for Friday, January 25, 2019, at 10 am.
VII. Adjournment
The meeting was adjourned at 4

(d) Public Work Report

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

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

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

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

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

Building Maintenance:
- Electrical work at Rec centre, Office

Adjournment

2019-0114-10 Adjournment
Councillor Amanda Freake
Resolved that since there is no further business that the meeting adjourns at 8:50 pm with the next regularly scheduled meeting set for January 28, 2019 at 8 pm.

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

In favor 7; opposed 0. Carried

Mayor Dean Ball  
Town Clerk, Lori Humphrey