

Minutes of the regular meeting of council held Monday, October 18, 2021 No. 1424 held in the Council Chambers at 34 Reid's Lane, Deer Lake, NL.

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

Also in attendance: Town Manager, Maxine Hayden  
Town Clerk, Lori Humphrey  
Director of Operations & Communications, Jason Young  
Public Works Superintendent, David Thomas  
Economic Development Officer, Mark Lamswood

Regular meeting of council called to order at 7:34 pm by Mayor Michael Goosney

2021-1018-01, Minutes No. 1423

Councillor Kerry Jones/ Councillor Brett Langdon

Resolved to accept the minutes of regular meeting of council, No. 1423 Monday, October 4.

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

In favor 7; opposed 0. Carried

2021-1018-02, Signing Authority

Councillor Amanda Freake/Deputy Mayor Melanie Young

Resolves that the signing authority for the Town of Deer Lake be Town Clerk, Lori Humphrey along with Mayor Michael Goosney or Councillor Amanda Freake. This to include all financial institutions, contracts and anything else that requires signing.

In Favor: Mayor Mike Goosney  
Deputy Mayor Melanie Young

Councillor Amanda Freake  
Councillor Gordon Hancock  
Councillor Kerry Jones  
Councillor Darren Fitzgerald  
Councillor Brett Langdon

In favor 7; opposed 0. Carried

Correspondence
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Meeting No. 1424

Date: Monday, October 18, 2021

No	NAME	REGARDING	
1	MAA	Call for nominations	See motion below
2	Department of Transportation and Infrastructure	Asphalt Deadline 2021	FYI
3	MNL	Request for Conference Donation	See motion below
4	Western Regional Waste Management Board	Call for nominations	

2021-1018-03, MAA Western Representative Nomination

Councillor Gordon Hancock /Councillor Brett Langdon

Move to nominate Councillor Amanda Freake to represent Western region at the on the Municipal Assessment Agency.

In Favor:

Mayor Mike Goosney  
Deputy Mayor Melanie Young  
Councillor Amanda Freake  
Councillor Gordon Hancock  
Councillor Kerry Jones  
Councillor Darren Fitzgerald  
Councillor Brett Langdon



	funding Federal/Provincial. Municipal	
02	Marine Claim 1 Garden Road \$520,586.21 shared funding Federal/Provincial/Municipal	Recommend approval
03	Brook Construction Claim 2 Annex \$60,801.08 shared funding Federal/Provincial/Municipal	Recommend approval
04	Dynamic Canal \$15,385.56 shared funding Federal/Provincial/Municipal	Recommend approval
05	Dynamic Garden \$15,868.56 shared funding Federal/Provincial/ Municipal	Recommend approval
06	Dynamic Canal \$6,774.07 shared funding Federal/Provincial/ Municipal	Recommend approval
07	Dynamic Garden \$6,918.97 shared funding Federal/Provincial /Municipal	Recommend approval
08	Elwood Basketball tournament \$25.00	Recommend check with other communities on how they contribute to tournaments.

(b) Accounts Payable

2021-1018-06, Account Payable

Councillor Kerry Jones / Councillor Amanda Freake

Resolved that the recommendations for Accounts Payable excluding #7 for October 14, 2021 be adopted as presented.

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

In favor 7; opposed 0. Carried

Councillor Hancock leaves the meeting due to conflict of interest

2021-1018-07, Account Payable

Councillor Kerry Jones / Councillor Brett Langdon

Resolved that the recommendations for Accounts Payable #7 only for October 14, 2021 be adopted as presented.

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

In favor 6; opposed 0. Carried

Councillor Hancock returns.

Town of Deer Lake  
Regular Accounts Payable Report  
Date October 14.2021

No.	Name of Supplier	Amount Owing	Notes
01	A & C Enterprises Ltd.	\$262.11	Mats Town Office/Depot
02	Action Truck & Cap	\$449.64	Siren Drive Unit 87 SAR
03	Air Liquid Inc.	\$172.19	Cylinder rental
04	Atlantic Industries	\$22,875.44	Culverts Wight's Road, Reid's Lane
05	Atlantic Read Mix	\$2,057.40	Risers, ready block
06	Acklands Grainger Inc.	\$2,149.90	Compressor service
07	B& S Trucking	\$1,920.50	Hodder dumpster
08	Byron's Shoe & Tarp	\$542.32	Eyewash unit, work gloves, ratchet straps, bolts, threaded rod, 5 <sup>th</sup> ave. Signage
09	Bowl Canada	\$82.78	Lane beds
10	Bureau Verita Canada	\$396.75	Compresses air testing
11	Cansel	\$28.75`	Data plan
12	Central Cashier	\$1.00	Lease
13	Chandler	\$135.69	Tank filter brass fittings
14	Cimco	\$1,439.66	Temp Switch gasket
15	Coleman's	\$141.35	Meetings sandwiches
16	Computers & Communications	\$78.00	Monthly backup
17	Crane Supply	\$2,599.00	Catch basin
18	CRJ Automotive (NAPA)	\$156.00	Water pump
19	Day & Ross	\$56.06	Freight
20	DL Home Hardware	\$3,260.20	All depts. Garabe bags, duct tape batteries, hose

			electrical hand sanitizers
21	Graybar	\$194.05	Tubes,connectors
22	Gullewin	\$1,834.22	Switches, cable tie, sockets, wire
23	Hitech communication	\$1,361.23	Monthly charge AVL
24	J.N. Automotive	\$949.16	Filters, mudflap, socket, gloves
25	K.C. Reid	\$2,051.43	Tissue, paper towels, soap overhead door repair
26	K.C. Reid Holdings	\$230.00	Top soil
27	Lifesaving Society	\$560.63	Manuel/work book
28	Marine Contractor	\$9,775.00	Step park lot Stadium
29	McLoughlan Supplies	\$786.27	Lights fixtures breaker
29	Medical West Supplies	\$201.60	Physio Control
30	Modern Pest	\$63.34	Rodent control
31	Municipal Assessment	\$18,135.00	Assessment fees
31	N.C.L. Contractors	\$3,562.13	Class A
32	Narl Marketing	\$266.26	Furnace oil
33	Paint Shop	\$56.21	Paint orange
34	Parson Floral	\$94.00	Arrangement for Hancock
35	Phonetech Voice	\$86.08	Quarterly alarm
36	Pizza Delight	\$142.54	Fire dept
37	PMA	\$287.50	Regional meeting
38	Prime Communicati8ons	\$172.50	Monthly plug in updates
39	Purolator Courier	\$126.30	Freight
40	Profire Emergency	\$552.69	Limit Switch
41	QuickPrint Election	\$510.44	Ballots
42	Rigid Trucking	\$139.13	Twist, holesaw
43	Rudy's Courier	\$254.00	Freight
44	Shears Building Supplies	\$3,421.87	All dept lights bushings bolts, brackets lumber, rope pipe hammer wire boards
45	Simmons Tire & Service	\$23.92	Clamp, gasket
46	Superior Propane	\$24.44	Propane
47	Sansom Equipment	\$1,552.96	Auto dialer
48	The Salvation Army	\$300.00	Election hall rental
49	Town of Reidville	\$592.96	Animal control
50	Troy Life & Fire Safety	\$684.25	Maintenance Hodder
51	Twin peaks	\$36.09	Air filter
52	Toope's Auto Ltd.	\$309.06	Cable ties, wrench
53	Western Pumps	\$4,935.80	Repair kit lift station

54	Western Signs	\$1,309.00	Signs polling stn, oxygen, banner playground
55	Williams Building supplies	\$434.92	All depts. Lumber spray foam broom sign post blades screws
56	Woodward Motors	\$68.89	Fire dept fluid
57	World finest chocolate	\$815.00	Bowling
	Total	\$111,259.06	

(c) Environment and Housing
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2021-1018-08, Environment and Housing

Councillor Kerry Jones / Deputy Mayor Melanie Young

Resolved that the recommendations for Environment and Housing for September 20, 2021 excluding be adopted as presented.

In Favor:

- Mayor Mike Goosney
- Deputy Mayor Melanie Young
- Councillor Amanda Freake
- Councillor Gordon Hancock
- Councillor Kerry Jones
- Councillor Darren Fitzgerald
- Councillor Brett Langdon

In favor 7; opposed 0. Carried

**Environment & Housing Committee Agenda  
Monday, September 20, 2021**

**2021 Building Permits to Date:**

Following is a breakdown of the number of permits issued (in brackets) and construction values so far in 2021, up to and including September 20, 2021:

- General repairs (92): \$ 429,750
- Accessory buildings (23): \$ 371,000
- Commercial Construction (15): \$ 479,000
- Decks, Extensions, Patios (37): \$ 166,150
- New Dwellings (12): \$ 2,806,500

**Total \$ 4,252,400**

#	Name	Address	Description	Action
<b>General Repairs</b>				
1	John & Desiree Campbell	54 Elizabeth Ave	Shingles	Approved
2	Donald & Clara Cluett	11A High St	Fence	Approved
3	Craig & Karla Halfyard	4 Morey Ave	Roof repair, shingles & siding	Approved
4	Terrance & Sandy Drover	19 Farm Rd	Fence	Approved
5	Keith & Jesse Stratton	19 Main Dam Rd	Siding, shingles, fascia	Approved
6	David Luff & Jocelyn Wilton	17 Second Ave	Shingles	Approved
7	Craig Halfyard	4 Morey Ave	Main building roof repair; detached garage shingles & siding	Approved
8	Myrtle Fitzgerald	75 Middle Rd	Shingles	Approved
9	Eldred Decker & Patsy Saunders	16 Trailer Court Rd	Replace Windows and deck	Approved
10	Denley & Jacqueline Saunders	2 Meadow Ln	Siding, Windows	Approved
11	RCMP	41-49 Old Bonne Bay Rd	Shingles	Approved
12	Penny Stuckless	19 Cross's Ln	Shingles, Windows, Doors	Approved
13	Christopher Hancock	41 High St	Replace two windows	Approved
14	Tara Reid	101 North Main St	Shingles	Approved
15	Trevor & Grace Lodge	20 Elizabeth Ave	Shingles	Approved
16	Colette Carroll	15A Third Ave	Shingles	Approved
<b>Extensions, Decks, Patio</b>				
17	Byron & Debbie Langford	Replace front and back bridge	Replace front & back bridge	Approved
18	Brian Pennell & Roy Terrance (Chloe Stuckless)	9 Nicholville Rd	Replace deck	Approved
19	Dwayne Perry	53A North Main St	Attach structure (former Joe Butt's building) to existing building (Spud)	Approved
20	Todd Miles & Sheila Richards	4 Kerwin Pl	Garage Extension	Approved
21	Bobby Dicks	8 Tower Rd	Garage Addition	Approved
22	Ian May & Tiffany Larson	11 High St	Extension	Approved



<b>New Residence</b>				
23	Greg Collier	3 Mountain View Pl	Replace previous mini-home	Approved ; same footprint as previous home
<b>Accessory Building</b>				
24	George & Shirley Coles	1 Fourth Ave	Replace shed	Approved
25	Frank Mazzei & Deborah London	77 North Main St	Shed	Approved
26	Tyler & Robert Canning	14 Spruce St	Garage	Approved
<b>Commercial Construction</b>				
27	Premium Enterprises Ltd	67 Old Bonne Bay Rd	Renovations to car wash bay	Approved
<b>Operate A Business</b>				
<b>Other</b>				
28	Robin & Gloria Hollett	30 Meadow Ln	Demolition of old home	Approved

2021-1018-09, Environment and Housing

Councillor Kerry Jones / Councillor Darren Fitzgerald

Resolved that the recommendations for Environment and Housing for September 24, 2021 be adopted as presented.

In Favor:

Mayor Mike Goosney  
 Deputy Mayor Melanie Young  
 Councillor Amanda Freake  
 Councillor Gordon Hancock  
 Councillor Kerry Jones  
 Councillor Darren Fitzgerald  
 Councillor Brett Langdon

In favor 7; opposed 0. Carried

**Environment & Housing Committee Minutes  
 Friday, September 24<sup>th</sup>, 2021**

**2021 Building Permits to Date:**

Following is a breakdown of the number of permits issued (in brackets) and construction values so far in 2021, up to and including September 24, 2021:

- General repairs (95): \$ 435,350
- Accessory buildings (24): \$ 371,000
- Commercial Construction (17): \$ 490,400
- Decks, Extensions, Patios (37): \$ 166,150
- New Dwellings (13): \$ 3,041,500

**Total \$ 4,504,400**

#	Name	Address	Description	Action
<b>General Repairs</b>				
1	Edmund & Paulette Parsons	4 Jeddore's Ln	Shingles	Approved
2	Benjamin & Nola Feltham	6 Spruce St	Shingles	Approved
<b>Extensions, Decks, Patios</b>				
3	Activelife Physiotherapy & Wellness	4-6 Church St	Wheelchair Ramp	Approved pending Service NL requirements
<b>New Residence</b>				
4	Henry & Blanch Blanchard	12 Amanda Ave	New Residential Home	Approved pending permission note from current land owner and site visit for peg locations (prior to foundation pour)
<b>Accessory Building</b>				
5	Coyley Pittman	24 Boulos Pl	Shed	Approved
6	Melvin Short	28 Upper Nicholasville Rd	Garage	Approved
<b>Commercial Construction</b>				
<b>Operate A Business</b>				

Other				
7	Michael Young	23-25 Meadow Ln	Renewal of permit #3102 (Garage)	Approved

(c) Public Works

2021-1018-10, Public Works

Councillor Darren Fitzgerald/ Councillor Gordon Hancock

Resolved that the recommendations for Public Works for October 14, 2021 be adopted as presented.

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

In favor 7; opposed 0. Carried

Public Works  
October 14, 2021

In attendance:

Councillor Fitzgerald  
Mayor Mike Goosney

Councillor Langdon  
Maxine Hayden

Councillor Hancock  
Dave Thomas

No	Description	Recommendation
01	Riverbank Road repairs/ potholes	To go out for RFP for Geo tech exploration, examine possibility funding opportunities
02	Chapel Hill Intersection Traffic	Exploring options for more discussion
03	Meeting Xavier School Council parking traffic flow	Recommend set up meeting with principles and schools board to explore options
04	Street Lights	Put link on town social media outlets encouraging residents to report street light outages, prioritize dark spots
05	Crosswalk design	Recommend if no paint shortage put in horizontal lines at main

		cross walks, near playground, explore cost to have glass beads in paint for lumination
06	Center line (yellow)	Keep same locations explore cost for center line options
07	Nicholasville Road/Main street/Gatehouse intersection traffic flow	Explore concepts internally once we are ready meet with Dept of Transportation for discussions
08	School Bus stops Goose Arm Road	Meet with schools to discuss; let resident know we have no control over the school board
09	Trackless Saunders equipment (2008 \$38,500) (2011 \$55,000) Money is in budget	Recommend approval 2008 for \$38,500
10	Bus Stop by Lucas place	Recommend approval
11	Sign children at play Gatehouse Road	Recommend approval

(d) The Department of Arts, Recreation and Culture

2021-1018-11, The Department of Arts, Recreation and Culture

Councillor Brett Langdon / Deputy Mayor Melanie Young

Resolved that the recommendations for The Department of Arts, Recreation and Culture for August 20, 2021 be adopted as presented.

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

In favor 7; opposed 0. Carried

**The Department of Arts, Recreation and Culture**

8:30 AM, Oct 15, 2021

**In Attendance:**

**Councillor** - Gordon Hancock

**Councillor** - Brett Langdon

**Deputy Mayor** - Melanie Young

**Director of Recreation Community Services** - Glynn Wiseman  
**Director of Operations & Communications**- Jason Young  
**Town Manager** - Maxine Hayden

### **Fifth Ave Playground Fence**

- Request from Andrew Hopkins to pay for his fence. **Deferred**

### **Humber River Golf Club**

- A meeting is requested with representatives of the Humber River Golf Club to discuss the possibility of winter program expansion.

### **Canteen**

- Betty Guy has decided to give up the canteen. Recreation will seek an expression of interest for the operation of the canteen.

### **FYI**

### **NLVaxPass**

- The VaxPass will come into effect on October 22<sup>nd</sup>. We will continue to have the doors to the facility locked until 1:00 pm Monday – Friday 15 minutes prior to swimming and Bowling events beginning and locked 15 minutes after they start. In the afternoons during the week days the building doors will be open to the general public from 1:00 pm until 10:00 pm. On Saturdays and Sundays, the building will be open from 7:30 AM until 10:00 o'clock PM with staff on the front door at all times checking vaccination records.

### **Main Street Playground**

- The recreation Stadium staff has begun to install the ZipKrooz play structure at Main Street Playground. The staff are working full time at the Hodder and will continue to use any spare time they have to work on the installation of this structure.

### **Basketball Court**

- Recreation has been in contact with NL Power to get a quote on having lighting installed at the basketball court behind Elwood's Sports field. Recreation also has pricing from the town electrician to install a service at the site in case the cost is too great from NL Power.

### **Dog Park Lights**

- NL Power has installed a light pole at the dog park the street light will be installed soon.

### **Bowling Alley**

- Leagues are up and running for the new season

### **Swimming Pool**

- Swimming Lessons began on Sept 27 and run until Nov 25

**Arena**

- The Arena has reopened for the season with a full schedule. There are very few hours available to rent in the evenings as all hours are booked. Daytime are available but are not as desirable as evenings for the fact the most users are in school or at work.
- The fire lane has been paved at the recreation complex

(e) Policy

**2021-1018-11, Asset Management Policy**

Councillor Gordon Hancock / Councillor Brett Langdon

Resolved that The Town of Deer Lake adopts the Asset Management Policy as presented.

In Favor:

Mayor Mike Goosney  
Deputy Mayor Melanie Young  
Councillor Amanda Freake  
Councillor Gordon Hancock  
Councillor Kerry Jones  
Councillor Darren Fitzgerald  
Councillor Brett Langdon

In favor 7; opposed 0. Carried



**Asset Management Policy**

<b>Policy Name:</b>	<b>Asset Management Policy</b>
<b>Effective: October 18,2021</b>	<b>Amended:</b>

**PURPOSE:**

The Municipality of Deer Lake is committed to improving the long-term sustainability of our infrastructure with a focus on core services. This asset management policy provides Deer Lake with a consistent framework for decision-making which considers strategic plans, budgets, defined service levels and risks. This asset management policy formalizes our commitment to asset management.

**STRATEGIC ALIGNMENT:**

The principles in this asset management policy and our asset management planning will align with the vision and values our community has been built on and the strategic direction we have planned for our community's future as outlined in the *Town of Deer Lake Strategic Plan*. The principles in this asset management policy and our asset management planning will also align with:

- Municipal Plan (2019 – 2029)
- Town of Deer Lake Water Study
- Town of Deer Lake Development Regulations
- Recreation Plan
- Stewardship Agreements

**SCOPE:**

This policy applies to assets owned and managed by our municipality.

**GUIDING PRINCIPLES**

***Service Delivery to Customers:***

Deer Lake will clearly define level of service objectives that balance community expectations and regulatory requirements with risk, affordability and available resources. The Town will carefully weigh the benefits and costs of increasing or decreasing levels of service before making investment decisions. All infrastructure decisions will carefully consider all relevant legislative, regulatory and statutory requirements in all service areas before making decisions on adding services or improving levels of service. Service delivery goals will support economic development within the community.

***Holistic Approach:***

Deer Lake will ensure input is received from key departments and individuals such as recreation, finance, maintenance, operations, engineering, and any other municipal departments when making decisions about renewing and replacing existing assets or building new assets. Decisions will consider not only engineered infrastructure but also those services provided by natural assets.

***Long term Sustainability and Resilience:***

Deer Lake will make decisions on infrastructure that consider the impacts on future generations. Decision making will consider the potential impacts of climate change and how the frequency and severity of climatic events will directly affect levels of service.

***Fiscal Responsibility and Asset Management Decision-Making:***

Deer Lake will manage infrastructure with a focus on long-term sustainability of infrastructure spending considering funding availability, reserve policies and cost of borrowing. Consideration will be given to all life-cycle costs including the cost to build, operate and maintain infrastructure in budgeting and financial planning. Decisions will ensure transparency and accountability to the community.

***Continuous Improvement:***

To ensure Council is supported in making well-informed decisions based on objective evidence, our municipality commits to:

- Supporting asset management awareness and training for staff and council in accordance with their respective roles and responsibilities
- Progressing in the asset management process
- The integration of asset management systems
- Community engagement

**Roles and Responsibilities:**

Council is responsible for:

- Approving asset management policy
- Articulating community values and define priorities
- Approval of funding and resources to implement the AM policy and associated requirements
- Approval of asset funding through multi-year and long-range financial plans

The Town Manager is responsible for leading implementation of the AM policy across the Municipality and will report quarterly to council on application of this Policy.

All management involved in the application of asset management is responsible for observing the requirements of the AM policy.

2021-1018-20 Adjournment

Councillor Amanda Freake

Resolved that since there is no further business that the meeting adjourns at 9:05 pm.


In Favor:

Mayor Mike Goosney  
Deputy Mayor Melanie Young  
Councillor Amanda Freake  
Councillor Gordon Hancock  
Councillor Kerry Jones  
Councillor Darren Fitzgerald  
Councillor Brett Langdon

In favor 7; opposed 0. Carried

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Mayor Michael Goosney



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Town Clerk, Lori Humphrey