

## MINUTES

A public meeting of the Placentia Council was held Monday, February 19, 2018 at the Town Hall with the following in attendance:

### Council

**Mayor:** Bernard S. Power  
**Deputy Mayor:** Keith Pearson  
**Councillors:** Noella Collins  
Lorraine Collins-Power  
Jamilee Fitzpatrick  
Jane Hynes  
Kay Smith

### Staff

Charlotte M. Hickey, CAO  
Rhonda Power, Manager - Tourism, Marketing & Com.  
Mary Greene, Manager of Finance  
Debbie Gear, Executive Assistant (Recording)

Spectators: 6 (one left at 7:45 p.m.)

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Mayor Power called the meeting to order at 7:00 p.m.

### **Housekeeping - Proclamation**

Mayor Power opened the meeting by proclaiming that Monday, February 19, 2018 is declared Heritage Day in the Town of Placentia. All residents are encouraged to celebrate Newfoundland and Labrador's uniqueness and to rejoice in our heritage and our environment.

### **MAYOR'S UPDATE**

Mayor Power attended Mrs. Drake's 106<sup>th</sup> birthday party at the Beachside Manor late in January. She was very pleased with her certificate and to know that all Council wished her well. While Mrs. Drake may be 106 years of age, her memory is quite good, she remembered the gifts that council sent during Christmas time from the donations from the Towns engineers, and thanked council for the items received.

Laval held their Education Week opening ceremonies on the 12<sup>th</sup> of February. This was originally scheduled for the morning but was delayed to the afternoon because of weather conditions. Due to work obligations the Mayor could not attend; Councillor Smith very graciously agreed to go as Council's representative and reported back that it was an enjoyable experience.

A meeting was held with the Port of Argentia and Husky on the 12th of February which the Mayor attended as a member of the board. Discussion centered around development at Argentia.

Later that afternoon the Mayor along with the Deputy Mayor Pearson, Councillor Collins and Ms. Hickey, CAO met with Ian Baker of SDP and Derek Pearcey and Nancy Wicks from Husky to discuss items of interest to the Town. Highlights of the meeting are bulleted below:

- ❖ There was some discussion about the fabrication and technical details of the project - the size and scope of the work
- ❖ Husky was asked to provide an update on the project for the Town's Community Engagement and Communications Committee and the public information session.
- ❖ The Traffic Safety Committee is planning the first meeting for March 19<sup>th</sup> and will draft a terms of reference at that time. It is assumed that traffic will be slowed somewhat due to

increased traffic and the next part of the Dunville Service Lines Project resuming in the spring.

- ❖ It is possible that Husky won't be able to provide any surplus concrete for the Town's use; they are not using the same mix as would be used for sidewalks; however this is not a definite no yet.
- ❖ Local hiring was stressed as a key concern for the Town and its residents. There are about 90 people on site and it is expected by the end of the week about 15% of them will be locals.
- ❖ Communications have improved and Husky will attend regular meetings to keep the Town up to date.
- ❖ Procurement was discussed and local companies will be utilized where possible – procurement details are on Husky's website for those companies who did not avail of the sign up process or who are not registered with the local Chamber of Commerce.
- ❖ Mayor Power reported that this was a good, open meeting and he hopes to keep the process moving forward on a positive note for both the company and the Town's benefit.

On Tuesday the 13<sup>th</sup> of February the Mayor attended Reading Day at St. Anne's Academy. He addressed the Grade IV's who wanted to know what he did as Mayor and who asked questions in relation to council duties. Following that he met with the Grade III Class and read a couple of books to them. Both groups were very pleased with having the Mayor there and the Mayor himself was grateful for the opportunity to take part in this Education Week event.

Also on the 13<sup>th</sup> Mayor Power attended the Chamber of Commerce meeting and gave them an update on the Town's wellness/pool project. They were encouraged by the information and pleased to know that the project is moving forward.

### **CALL FOR COUNCIL REPRESENTATIVES**

The Town has received requests for representation on the Urban Municipalities Board as well as on the Placentia Area Chamber of Commerce Board. Mayor Power asked any councillor or management staff member who may be interested in doing so to advise the CAO.

### **MAYOR'S REMINDERS**

**Winter Carnival** starts Tuesday and Mayor Power will attend the opening the official opening ceremonies at 7:00 at Unity PARC.

The first **Community Engagement Public Session** will take place Tuesday the 27<sup>th</sup> at the Arts Centre at 7:30.

### **ADOPTION OF AGENDA**

The agenda was circulated prior to the meeting.

**Motion #18-012**

**Councillor Collins/Councillor Collins-Power**

Be it resolved that the agenda for the Council meeting held February 19, 2018 is adopted.

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)**

**MINUTES OF THE MEETING OF JANUARY 25, 2018**

The minutes of the meeting of January 25, 2018 were circulated prior to the meeting. There were no errors or omissions noted.

**Motion #18-013**

**Councillor Fitzpatrick/Councillor Smith**

Be it resolved that the minutes of January 25, 2018 are adopted as circulated.

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)**

**NEW BUSINESS**

**Interest on Overdue Accounts**

The Finance Manager requires a motion from Council to approve the application of simple tax of 9% per annum to be charged on outstanding account balances.

**Motion #18-014**

**Councillor Fitzpatrick/Deputy Mayor Pearson**

Be it resolved that the motion to approve the application of simple tax of 9% per annum to be charged on outstanding account balances is adopted.

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)**

**EXECUTIVE COMMITTEE REPORT**

*(Mayor Bernard Power, Chair; Deputy Mayor Keith Pearson, Councillor Kay Smith; Resource Person - CAO)*

**Recommendations**

**Consultant for Union Negotiations**

The Executive Committee recommended that Council retain the services of LW Consulting to attend CUPE Local 1761 negotiations represent the Town of Placentia at a retaining fee of \$2,750.00 plus expenses as outlined in the proposal.

**Motion #18-015**

**Deputy Mayor Pearson/Councillor Collins**

Be it resolved that the motion to retain the services of LW Consulting to attend CUPE Local 1761 negotiations representing the Town of Placentia at a retaining fee of \$2,750.00 plus expenses as outlined in the proposal is adopted.

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)**

**Ammonia System Repair - Unity PARC**

The Executive Committee recommended that Council retain the services of the low bidder, Centinel Services Ltd. to complete the gas detection system work and valve replacement at Unity PARC at a cost of \$13,761.00 plus HST as recommended by the Town’s engineers, Progressive Engineering.

**Motion #18-016****Councillor Smith/Deputy Mayor Pearson**

Be it resolved that the motion to retain the services of the low bidder, Centinel Services Ltd. to complete the gas detection system work and valve replacement at Unity PARC at a cost of \$13,761.00 plus HST as recommended by the Town's engineers, Progressive Engineering is adopted.

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)**

**Committees Terms of Reference**

The Executive Committee recommended that Council approve the Terms of Reference for Committees as reviewed and approved for individual committees.

**Motion #18-017****Councillor Collins/Deputy Mayor Pearson**

Be it resolved that the motion to approve the Terms of Reference for Committees as reviewed and approved for individual committees is adopted.

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)**

*The CAO declared possible conflict due to family connection and left the meeting.*

**Heavy Equipment Rental - Response Time**

The Executive Committee recommended that Council approve a policy mandating a one hour response time for all heavy equipment rentals; failing to meet that deadline, the next available operator will be contacted for service.

**Motion #18-018****Deputy Mayor Pearson/Councillor Smith**

Be it resolved that the motion to approve a policy mandating a one hour response time for all heavy equipment rentals is adopted; failing to meet that deadline, the next available operator will be contacted for service.

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)**

*The CAO returned to the meeting.*

**Shoal Harbour Investments - Permit Application**

The Executive Committee recommended that that Council approve in principle the application received from Shoal Harbour Investments for development of a 50 unit executive camp in Argentia per the submitted application pending approval from the Government Service Centre and compliance with municipal stipulations.

**Motion #18-019****Deputy Mayor Pearson/Councillor Fitzpatrick**

Be it resolved that the motion to approve the the application received from Shoal Harbour Investments for development of a 50 unit executive camp in Argentia per the submitted application is adopted pending approval from the Government Service Centre and compliance with the following municipal stipulations.

- confirmation of the cost of the development and payment of the development fee;
- receipt of a current survey indicating the layout of the site including distances;
- confirmation of an agreement between Atlantra and Shoal Investments regarding site lease and/or occupancy;
- assessment of and completion of upgrades to the lift station must be engineered and meet the Town's approval; replacement of pumps to meet the demand to be at the company's cost and infrastructure is to remain in place at the cessation of the project;

- the company will be responsible for the operation and maintenance of the pumps for the duration of the camp;
- receipt of drawings outlining the water and sewer connection plans as per municipal specifications; connection to the Town's infrastructure is the responsibility of the developer;
- property will be reassessed and the land reclassified as per new use;
- taxation will be as per the Town of Placentia's 2018 tax structure applicable to property, business and water tax

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)**

### **Signing Authority - Placentia 350 Committee**

The Executive Committee recommended that Council approve the motion that any cheques for the Placentia 350 Committee that are processed through the Town of Placentia's bank must be signed by persons authorized as bank signatories by motion of Council.

#### **Motion #18-020**

#### **Deputy Mayor Pearson/Councillor Smith**

Be it resolved that the motion to require that any cheques for the Placentia 350 Committee that are processed through the Town of Placentia's bank be signed by persons authorized as bank signatories by motion of Council.

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)**

### **SDP Occupancy Permit - Placentia Pike**

The Executive Committee recommended that Council approves two applications for an Occupancy Permit for each of two buildings at #11 Placentia Pike, Argentia for SDP; the warehouse application is approved based on the fact that there are no outstanding deficiencies for FES; the second occupancy will be approved pending approval from the Government Service Centre.

#### **Motion #18-021**

#### **Deputy Mayor Pearson/Councillor Hynes**

Be it resolved that the motion to approve applications for an Occupancy Permit for #11 Placentia Pike, Argentia for SDP are adopted as follows - the warehouse application is approved based on the fact that there are no outstanding deficiencies for FES; the second occupancy is approved pending receipt of prior approval from the Government Service Centre.

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)**

### **Hiring of the Public Works Superintendent**

The Executive Committee recommended that Council approve the hiring of the Public Works Superintendent as per the proposal and as recommended by the consultants L. W. Consulting Limited.

#### **Motion #18-022**

#### **Deputy Mayor Keith Pearson/Councillor Hynes**

Be it resolved that the motion to hire the Public Works Superintendent as per the proposal and as recommended by the consultants, L.W. Consulting Limited is adopted.

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)**

## **FINANCE COMMITTEE REPORT**

*(Councillor Kay Smith, Chair; Deputy Mayor Keith Pearson, Councillor Jamilee Fitzpatrick; Resource Person-Mgr. of Finance)*

**Accounts Payable**

The Finance Committee recommended that Council approve the Accounts Payable Transaction Journal dated January 15, 2018 in the amount of \$77,700.82.

**Motion #18-023**

**Councillor Smith/Councillor Collins-Power**

Be it resolved that the motion to approve the Accounts Payable Transaction Journal dated January 15, 2018 in the amount of \$77,700.82 is adopted.

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)**

**Accounts Payable**

The Finance Committee recommended that Council approve the Accounts Payable Transaction Journal dated February 9, 2018 in the amount of \$40,358.76.

**Motion #18-023**

**Councillor Smith/Councillor Collins-Power**

Be it resolved that the motion to approve the Accounts Payable Transaction Journal dated February 9, 2018 in the amount of \$40,358.76 is approved.

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)**

**Cheque Register - General Account**

The Finance Committee recommended that Council approve the General Accounts Cheque Register dated January 15, 2018 in the amount of \$554,924.36 for cheques numbered 026335 to 026476.

**Motion #18-024**

**Councillor Smith/Councillor Fitzpatrick**

Be it resolved that the motion to approve the General Accounts Cheque Register dated January 15, 2018 in the amount of \$554,924.36 for cheques numbered 026335 to 026476 is adopted.

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)**

**Cheque Register - General Account**

The Finance Committee recommended that Council approve the General Accounts Cheque Register dated February 9, 2019 in the amount of \$216,469.13 for cheques numbered 026477 to 026541.

**Motion #18-025**

**Councillor Smith/Councillor Fitzpatrick**

Be it resolved that the motion to approve the General Accounts Cheque Register dated February 9, 2018 in the amount of \$216,469.13 for cheques numbered 026477 to 026541 is adopted.

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)**

*The CAO declared conflict due to family connection and left the meeting.*

**Cheque Register - Special Accounts**

The Finance Committee recommended that Council approve the Special Accounts Cheque Register for the month of January 2018.

**Motion #18-025**

**Councillor Smith/Deputy Mayor Pearson**

Be it resolved that the motion to approve the Special Accounts Cheque Register for the month of January is adopted.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)

**Cheque Register - Special Accounts**

The Finance Committee recommended that Council approve the Special Accounts Cheque Register for the month of February 2018.

**Motion #18-026**

**Councillor Smith/Councillor Hynes**

Be it resolved that the motion to approve the Special Accounts Cheque Register for the month of February 2018 is adopted.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)

*The CAO returned to the meeting.*

**Visa Statement**

The Finance Committee recommended that Council approve the Visa statement for the period November 28 to December 27, 2017 in the amount of \$1,401.21.

**Motion #18-027**

**Councillor Smith/Councillor Fitzpatrick**

Be it resolved that the motion to approve the Visa statement for the period November 28 to December 27, 2017 in the amount of \$1,401.21 is adopted.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)

**Visa Statement**

The Finance Committee recommended that Council approve the Visa statement for the period December 28, 2017 to January 27, 2018 in the amount of \$823.59.

**Motion #18-028**

**Councillor Smith/Councillor Collins**

Be it resolved that the motion to approve the Visa statement for the period December 28, 2017 to January 27, 2018 in the amount of \$823.59 is adopted.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)

**Vehicle Damage Claim**

The Finance Committee recommended that Council approve payment of an invoice in the amount of \$77.96 to settle for damages claimed by a resident as a result of hitting a sink hole in Burnt Woods on condition that the resident signs to accept this a final settlement on this claim.

**Motion #18-029**

**Councillor Smith/Councillor Hynes**

Be it resolved that the motion to approve payment of an invoice in the amount of \$77.96 to settle for damages claimed by a resident as a result of hitting a sinkhole in Burnt Woods is adopted on condition that the resident signs to accept this a final settlement on this claim.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)

**Tax Agreement Account #KINGK002**

The Finance Committee recommended that Council accept payment of \$100.00 per month as a tax agreement on Account #KINGK002 to be revisited in three months time.

**Motion #18-030**

**Councillor Smith/Councillor Collins**

Be it resolved that the motion to accept payment of \$100.00 per month as a tax agreement on Account #KINGK002 is adopted, to be revisited in three months time.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)

**Interest Adjustment - Account #KEEPM001**

The Finance Committee recommended that Council approve a one time interest adjustment of \$34.60 on Account #KEEPM001.

**Motion #18-031**

**Councillor Smith/Councillor Fitzpatrick**

Be it resolved that the motion to approve a one time interest adjustment of \$34.60 on Account #18-031 is adopted.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)

**Maintenance of Fire Department Equipment**

The Finance Committee recommended that Council approve the expenditure of \$1,633.10 plus HST to Ackland's Grainger for maintenance of the SCBA breathing compressor and six month air sample for the Fire Department.

**Motion #18-033**

**Councillor Smith/Councillor Hynes**

Be it resolved that the motion to approve the expenditure of \$1,633.10 plus HST to Acklands Grainger for maintenance of the SCBA breathing compressor and six month air sample for the Fire Department is adopted.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)

**Fire Department Equipment Maintenance**

The Finance Committee recommended that Council approve the expenditure of \$2,239.06 plus HST to Acklands Grainger for the annual flow testing and maintenance of ten (10) SCBA and 1 RIT Pack for the Fire Department.

**Motion #18-034**

**Councillor Smith/Councillor Collins-Power**

Be it resolved that the motion to approve the expenditure of \$2,239.06 plus HST to Acklands Grainger for the annual flow testing and maintenance of ten (10) SCBA and 1 RIT Pac for the Fire Department is adopted.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)



### **Recurring Purchase - Hypochlorite & Soda Ash**

The Finance Committee recommended that Council approve the estimated expenditure for recurring purchase of hypochlorite (\$1,198.00 plus HST) and soda ash (\$1270.00 plus HST) for water treatment use.

#### **Motion #18-035**

#### **Councillor Smith/Councillor Fitzpatrick**

Be it resolved that the motion to approve the estimated expenditure for recurring purchase of hypochlorite (\$1,198.00 plus HST) and soda ash (\$1270.00 plus HST) for water treatment use is adopted.

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)**

### **High Five Training**

The Finance Committee recommended that Council approve the expenditure of \$1,224.70 to Recreation NL for High Five training for the 2017 summer recreation student employees.

#### **Motion #18-036**

#### **Councillor Smith/Deputy Mayor Pearsons**

Be it resolved that the motion to approve the expenditure of \$1,224.70 to Recreation NL for High Five training for the 2017 summer recreation student employees is adopted.

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)**

### **Membership Fees - FCM**

The Finance Committee recommended that Council approve the expenditure of \$748.86 for 2018-2019 membership fees with the Federation of Canadian Municipalities.

#### **Motion #18-037**

#### **Councillor Smith/Councillor Fitzpatrick**

Be it resolved that the motion to approve expenditure of \$748.86 for 2018-2019 membership fees with the Federation of Canadian Municipalities is adopted.

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)**

*Mayor Power declared conflict and left the meeting.*

### **Expense Claim - Convention 2017**

The Finance Committee recommended that Council approve the payment of \$1,091.13 for the business expense claim for mileage and two days loss of wages for the Mayor to travel to and attend the annual convention in Corner Brook in 2017.

#### **Motion #18-038**

#### **Councillor Smith/Councillor Hynes**

Be it resolved that the motion to approve the payment of \$1,091.13 for the business expense claim for mileage and two days loss of wages for the Mayor to travel to and attend the annual convention in Corner Brook in 2017 is approved.

**(CARRIED: Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)**

*Mayor Power returned to the meeting.*

### **Avalon Controls - DWT Plant**

The Finance Committee recommended that Council approve the payment of Avalon Controls Ltd.'s invoice #14556-1 in the amount of \$1,794.74 for labour and materials to investigate issues at the Dunville Water Treatment Plant.

#### **Motion #18-039**

#### **Councillor Smith/Councillor Collins-Power**

Be it resolved that the motion to approve the payment of Avalon Controls Ltd.'s invoice #14556-1 in the amount of \$1,794.74 for labour and materials to investigate issues at the Dunville Water Treatment Plant is approved.

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)**

### **Interest Adjustment- Account #HATFA003**

The Finance Committee recommended that Council approve a one time only interest adjustment of \$225.17 on account #HATFA003; the arrears on the account have been paid in full.

#### **Motion #18-040**

#### **Councillor Smith/Councillor Fitzpatrick**

Be it resolved that the motion to approve a one time only interest adjustment of \$225.17 on account #HATFA003 is adopted; the arrears on the account have been paid in full.

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)**

### **Cell Phone Contract Approval**

The Finance Committee recommended that Council approve the expenditure of \$1884.60 HST included to enter into a contract for a three year cell phone purchase plan for cell #213-2135.

#### **Motion #18-041**

#### **Councillor Smith/Councillor Collins-Power**

Be it resolved that the motion to approve the expenditure of \$1884.60 HST included to enter into a contract for a three year cell phone purchase plan for cell #213-2135 is adopted.

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)**

### **Safe Drinking Water Conference Attendance**

The Finance Committee recommended that Council approve hotel room and tax and per diems for three staff persons to attend the Clean and Safe Drinking Water conference in Gander from March 26 to 29, 2018 in Gander.

#### **Motion #18-042**

#### **Councillor Smith/Councillor Fitzpatrick**

Be it resolved that the motion to approve the cost of hotel room and tax plus per diems for three staff persons to attend the Clean and Safe Drinking Water conference in Gander from March 26 to the 29, 2018 is adopted.

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)**

### **Equipment Rental for Sewer Repair**

The Finance Committee recommended that Council approve the expenditure of \$828.00 plus HST to Provincial Ready Mix for the rental of equipment to assist with the repair of a sewer line issue in Freshwater on December 20, 2017.

**Motion #18-043**

**Councillor Smith/Councillor Collins-Power**

Be it resolved that the motion to approve the expenditure of \$828.00 plus HST to Provincial Ready Mix for the rental of equipment to assist with the repair of a sewer line in issue in Freshwater on December 20, 2017 is adopted.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Hynes and Smith voted in favour of the motion.)

**HNL Membership Fees**

The Finance Committee recommended that Council approve the expenditure of \$336.00 plus HST for 2018 membership fees to Hospitality NL.

**Motion #18-044**

**Councillor Smith/Deputy Mayor Pearsons**

Be it resolved that the motion to approve the expenditure of \$336.00 plus HST for 2018 membership fees to Hospitality NL is adopted.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)

**Wild Rose Awards**

The Finance Committee recommended that Council approve the expenditure of \$200 plus HST for the purchase of flower bulbs for Wild Rose Award winners.

**Motion #18-045**

**Councillor Smith/Councillor Fitzpatrick**

Be it resolved that the motion to approve the expenditure of \$200 plus HST for the purchase of flower bulbs for Wild Rose Award winners is adopted.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)

**Operating Line of Credit Approval**

The Finance Committee recommended that Council approve the Operating Line of Credit of \$350,000 with Royal Bank of Canada for the fiscal year 2018.

**Motion #18-046**

**Councillor Smith/Councillor Fitzpatrick**

Be it resolved that the motion to approve the Operating Line of Credit of \$350,000 with Royal Bank of Canada for the fiscal year 2018. Is adopted.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)

*The CAO declared conflict due to family connection and left the meeting.*

**Equipment Rental - Leak Repair**

The Finance Committee recommended that Council approve the expenditure of \$3,215.00 plus HST to M. J. Hickey Construction Ltd. under the standing offer for the rental of equipment on January 29 and January 30, 2018 to repair a leak at Burnt Woods.

**Motion #18-047**

**Councillor Smith/Councillor Fitzpatrick**

Be it resolved that the motion to approve the expenditure of \$3,215.00 plus HST to M. J. Hickey Construction Ltd. under the standing offer for the rental of equipment on January 29 and January 30, 2018 to repair a leak at Burnt Woods is adopted.

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)**

### **Salt and Sand Transport Expense**

The Finance Committee recommended that Council approve the expenditure of an additional \$730.00 for rental of equipment to M. J. Hickey Construction Ltd. under the standing offer to move salt and sand from the TW&S Depot to the Town's salt shed in Argentina.

#### **Motion #18-048**

#### **Councillor Smith/Councillor Fitzpatrick**

Be it resolved that the motion to approve the expenditure of an additional \$730.00 to M. J. Hickey Construction Ltd. for rental of equipment under the standing offer to move salt and sand from the TW&S Depot to the Town's salt shed in Argentina is adopted.

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)**

*The CAO returned to the meeting.*

### **PUBLIC WORKS COMMITTEE REPORT**

*(Deputy Mayor Keith Pearson, Chair; Councillors Noella Collins and Councillor Jane Hynes Hynes; Resource Person - Public Works Lead Hand)*

#### **#28 Old Settlement Hill - Accessory Building Permit (Storage)**

The Public Works Committee recommended that Council approve the application for an accessory building permit for Gerard Smith to install two storage buildings at #28 Old Settlement Hill, Freshwater pending approval on condition that all municipal regulations for accessory buildings are met.

#### **Motion #18-049**

#### **Deputy Mayor Pearson/Councillor Collins-Power**

Be it resolved that the motion to approve the application for an accessory building permit for Gerard Smith to install two storage buildings at #28 Old Settlement Hill, Freshwater is adopted pending approval on condition that all municipal regulations for accessory buildings are met.

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)**

#### **#28 Old Settlement Hill - Accessory Building Permit (Training)**

The Public Works Committee recommended that Council approve the application for a permit from Gerard Smith to erect one outbuilding from six prefab trailers for the purpose of storage and training at #28 Old Settlement Hill pending approval from all other government agencies and on condition that all municipal regulations are met.

#### **Motion #18-050**

#### **Deputy Mayor Pearson/Councillor Hynes**

Be it resolved that the motion to approve the application for a permit from Gerard Smith to erect one outbuilding from six prefab trailers for the purpose of storage and training at #28 Old Settlement Hill is adopted pending approval from all other government agencies and on condition that all municipal regulations are met.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)

### **#7 Elizabeth Street**

The Public Works Committee recommended that Council approve the application for an accessory building from Jerome Keefe to construct a porch at #7 Elizabeth Street, Jerseyside.

#### **Motion #18-051**

#### **Deputy Mayor Pearson/Councillor Smith**

Be it resolved that the motion to approve the application for an accessory building from Jerome Keefe to construct a porch at #7 Elizabeth Street, Jerseyside is adopted.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)

### **Taxi Permit - Jude's Cabs**

The Public Works Committee recommended that Council approve the application from Jude's Cabs for a 2018 taxi operations permit.

#### **Motion #18-052**

#### **Deputy Mayor Pearson/Councillor Collins-Power**

Be it resolved that the motion to approve the application from Jude's Cabs for a 2018 taxi operations permit is adopted.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)

### **Crown Land Applications**

The Public Works Committee recommended that Council approve two Crown Land applications - Mike Murphy for cottage development at Kelly's Pond & Luke Griffin Lannon for cottage development at Chimney Pond.

#### **Motion #18-053**

#### **Deputy Mayor Pearson/Councillor Fitzpatrick**

Be it resolved that the motion to approve the application from Mike Murphy for Crown Land for a cottage development at Kelly's Pond is adopted.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)

#### **Motion #18-054**

#### **Deputy Mayor Pearson/Councillor Fitzpatrick**

Be it resolved that the motion to approve the application from Luke Griffin Lannon for cottage development at Chimney Pond is adopted.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)

*Councillor Hynes declared conflict due to family connection and left the meeting.*

### **NL Power Applications**

The Public Works Committee recommended that Council approve the following Newfoundland Power applications:

To install one pole near the Husky Energy Site in Argentia to service a sea can near the security trailer  
To install one anchor near the entrance of the Northeast Arm Recreation Camps in Dunville to allow disconnect.

To install one pole to provide service to a utility building for Gerard Smith at #28 Old Settlement Hill, Freshwater.

To straighten the main line and install one pole near Whelan Place, Jerseyside.

#### **Motion #18-056**

#### **Deputy Mayor Pearson/Councillor Collins-Power**

Be it resolved that the motion to approve the following applications from NL Power are adopted as submitted.

- To install one pole near the Husky Energy Site in Argentia to service a sea can near the security trailer
- To install one anchor near the entrance of the Northeast Arm Recreation Camps in Dunville to allow disconnect.
- To install one pole to provide service to a utility building for Gerard Smith at #28 Old Settlement Hill, Freshwater.
- To straighten the main line and install one pole near Whelan Place, Jersey side.

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick and Smith voted in favour of the motion.)**

*Councillor Hynes returned to the meeting.*

### **Vendor Permits**

The Public Works Committee recommended that Council approve the following Vendor Permits

Bake sale at Placentia Mall, Tracy Duke - fundraiser for resident

Ticket sales at Placentia Mall & Lions Manor – Placentia Hospital Ladies Auxiliary

Craft sale at Placentia Mall – Janet Frampton

Sale of product – Hickey’s Veggie & Fish Truck pending GSC approval (one year permit)

### **Motion #18-057**

#### **Deputy Mayor Pearson/Councillor Fitzpatrick**

Be it resolved that the motion to approve the following vendor applications as submitted is adopted.

- Bake sale at Placentia Mall, Tracy Duke - fundraiser for resident
- Ticket sales at Placentia Mall & Lions Manor – Placentia Hospital Ladies Auxiliary
- Craft sale at Placentia Mall – Janet Frampton
- Sale of product – Hickey’s Veggie & Fish Truck pending GSC approval (one year permit)

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)**

### **Marshalling Yard Permit - Oceanex**

The Public Works Committee recommended that Council approve the application from Oceanex Inc. for a half-acre marshalling yard located at #17 Placentia Pike, Argentia for a laydown area for container staging to rent/sell units.

### **Motion #18-058**

#### **Deputy Mayor Pearson/Councillor Fitzpatrick**

Be it resolved that the motion to approve the application from Oceanex Inc. for a half-acre marshalling yard located at #17 Placentia Pike, Argentia for a laydown area for container staging to rent/sell units is adopted.

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)**

### **Sign Permit - Oceanex**

The Public Works Committee recommended that Council approve the application for signage from Oceanex Inc. at #17 Placentia Pike, Argentia.

### **Motion #18-59**

#### **Deputy Mayor Pearson/Councillor Collins-Power**

Be it resolved that the motion to approve the application for signage from Oceanex Inc. at #17 Placentia Pike, Argentia is adopted.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)

### **Commercial & Other Development Permit - Marine Atlantic**

The Public Works Committee recommended that Council approve the application for a commercial and other development permit from Marine Atlantic for repairs to the Marine Atlantic Dock, Argentia; the cost of project has been confirmed through review of the tender bid.

#### **Motion #18-060**

#### **Deputy Mayor Pearson/Councillor Smith**

Be it resolved that the motion to approve the application for a commercial and other development permit from Marine Atlantic for repairs to the Marine Atlantic Dock, Argentia is adopted; the cost of project has been confirmed through review of the tender bid.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)

### **Deferred Permit**

The Committee deferred a recommendation on Redline Automotive Supplies' application for a Commercial and Other Development permit Prince William Drive pending further information.

### **Permit Not Approved**

The Public Works Committee did not recommend a crown land permit for Rudolph Downey to construct a cabin on the Old Placentia Highway because the property is located in the town's watershed area.

### **Standing Offer - Equipment Rental**

The current standing offer for equipment rental expires on April 30, 2018; the committee is initiating review of the bidding form in preparation for a new call for quotes.

### **Blenheim Street**

Complaints regarding infrastructure on Blenheim Street are being addressed and the resident will be advised of the intended action in response to the issues.

## **PUBLIC SAFETY COMMITTEE REPORT**

*(Councillor Noella Collins, Chair; Councillors Lorraine Collins-Power and Councillor Jane Hynes; Resource Person CAO)*

### **Recommendation**

The Public Safety Committee recommends that Council approve in principle the draft of the Emergency Response Plan prepared for review and approval of Fire and Emergency Services NL prior to adoption by the Town of Placentia.

#### **Motion # 18-061**

#### **Councillor Collins/Councillor Hynes**

Be it resolved that the motion to approve in principle the draft of the Emergency Response Plan prepared for review and approval of Fire and Emergency Services NL prior to adoption by the Town of Placentia.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)

### **Security Systems**

The Town's security systems are still under review by the Chair of the Public Safety Committee.

### **Seating Layout - Arts Centre**

The Committee had determined that it will cost approximately \$4,000 to design a seating layout for the Arts Centre and was seeking alternate options to design a plan at minimal cost. Mayor Power says that there does not seem to be any written requirement on this matter and therefore does not see the merit in purchasing a plan for seating. Councillor Hynes noted that this was requested not only for safety and compliance but as a marketing tool and mitigation for further complaints. Mayor Power asked that this be done in-house by the Public Safety Committee taking into consideration compliance with regulations.

### **Route 100**

It was questioned that if the Province has awarded 75% of their budget to roads and keeps the other 25% for discretion, how is the latter allocated. It was suggested that the MHA be asked what happened to last year's 25% to determine the criteria for accessing it.

## **CULTURE & TOURISM COMMITTEE REPORT**

*(Councillor Jane Hynes, Chair; Councillor Noella Collins and Councillor Kay Smith; Resource Person - Manager of Tourism, Marketing and Communications)*

Recommendations from the Culture and Tourism Committee were referred to Finance and dealt with previously through that Committee.

### **Wayfinding Signage**

The Committee has been discussing the Wayfinding Signage project that was prepared by Mills Wright in June 2017. In consultation with the provincial Department of Tourism, the Manager of Tourism, Marketing and Communications has learned that the province does not permit French on highway signage. The Town's plan is being revised to meet the standards for use on provincial roadways; municipal signage will include the French.

The Town's welcome signage on Route 100 Dunville, Southeast and Argenticia as well as throughout municipal roads can incorporate French.

### **Marine Atlantic Rates**

Council joins Hospitality NL in their dismay that Marine Atlantic is increasing passenger rates again this year. This is not only affecting the local tourist industry but has a negative impact on all goods and service. The Chair of the Tourism Committee is attending the HNL Conference and will take part in discussions on this issue.

### **Plentzia**

The Manager of Tourism has received an e-mail from the Mayor of Plentzia updating the Town of Placentia on upcoming activities in their area. It was noted that their community acknowledged our municipality in their planning and the Town of Placentia will reciprocate through the Manager of Tourism and Communications.

### **Wild Rose Awards**

The awards for the 2017 Wild Rose winners will be presented on March 27th. Nomination forms for this year's contest can be obtained on the town's website; competition closes August 31st.

### **Downhome Ad**



The Town will submit an ad to be published in the Downhome Magazine; it was agreed that the one used last year will be used again.

## **RECREATION COMMITTEE REPORT**

*(Councillor Jamilee Fitzpatrick, Chair; Councillor Lorraine Collins-Power and Deputy Mayor Keith Pearson; Resource Person - Manager of Recreation and Community Programming)*

### **Energy Efficiency**

The Committee has asked the Manager of Recreation to determine the requirements to apply for an energy efficiency grant from NL Power for Unity PARC and to bring information back to the next meeting.

### **Winter Carnival**

Council was reminded that the Winter Carnival takes place from February 22 - 25 - opening ceremonies take place at Unity PARC on Thursday at 7:00 p.m.

### **Community Access to Laval**

The Committee is working to address issues that currently prohibit community access to Laval facilities - the issues include insurance, maintenance, supervision, etc.

### **Summer Recreation Program**

Placentia Area Development will be managing the summer recreation program this year.

### **Splash Pad**

Discussion on the management and maintenance of the splash pad were discussed. This matter was referred to the Executive Committee. The scope of work and costs are to be determined before a decision is made.

## **COMMUNITY ENGAGEMENT AND COMMUNICATIONS**

*(Councillor Lorraine-Collins Power, Chair; Councillor Noella Collins and Councillor Jamilee Fitzpatrick; Resource Person - Manager of Tourism, Marketing and Communications)*

### **Recommendations**

The Community Engagement and Communications Committee recommended that Council pursue using YouTube Live for broadcasting public meetings.

### **Motion #18-062**

#### **Councillor Collins-Power/Councillor Fitzpatrick**

Be it resolved that the motion to pursue YouTube Live for broadcasting public meetings is adopted.

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)**

The Committee is planning a mock session to test sound equipment and production of a meeting.

### **Website Upgrades**

The motion to approve \$5,669.98 plus HST for website upgrades was referred to the Finance Committee.

### **Community Consultation Meeting**

The first public community consultation meeting is scheduled for February 27, 2018 at the Placentia Bay Cultural Arts Centre at 7:30 p.m. Mayor Power asked that the Communications Manager ensure this is well-advertised.

### **Age Friendly Fair**

Residents are reminded to mark their calendar that the Age Friendly Fair takes place May 11 and 12, 2018; the Town will assist with advertising this event.

### **Anti-Bullying Day**

February 28, 2018 is anti-bullying day; the Town will participate by taking pictures for social media distribution.

### **Volunteer Week Event**

The Committee is planning for the annual volunteer luncheon that will take place in April. Details will be shared as they are finalized.

### **CORRESPONDENCE**

Mayor Power noted that there are several tenants in Argentia who have expressed dismay at the increase in their taxes; this is the new tax structure that must be followed. Companies have the right to bring their concerns to Council as a whole if they so wish.

Notice from CUPE that they wish to begin negotiations has been received and as noted in the Executive Committee report, LW Consulting will be engaged to mediate on behalf of the Town.

The Town will be erecting “Concussion” signage at the arena - this is intended to advise the public what to do in case of a concussion.

### **COUNCILLORS’ CONCERNS/COMMENTS**

Congratulations were extended to the Winter Carnival Committee for a quality job. The support of the community was also noted as being a vital part of the success of this event. Following opening ceremonies (7:00 p.m. the 22nd) the Laval Hockey team will take on the Legends.

Thanks was extended to the Public Works staff for their hard work on the leak in Bond’s Path a couple of weeks ago. They persevered late in the evening through a snow and wind storm to fix the leak. A special thanks went out to the Lead Hand who took control of the situation in the absence of a Public Works Supervisor. Council appreciates the quick answers and responses to emergency calls at all times.

### **ADJOURNMENT**

There being no further business, the Mayor called for a motion to adjourn the meeting.

### **Motion #18-063**

#### **Councillor Fitzpatrick/Councillor Collins-Power**

Be it resolved that the motion to adjourn the meeting at 8:25 p.m. was adopted.

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Collins-Power, Fitzpatrick, Hynes and Smith voted in favour of the motion.)**

**BERNARD S. POWER, MAYOR**

**CHARLOTTE HICKEY, CAO**

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**DATE**