

MINUTES

A public meeting of the Placentia Council was held Tuesday, September 15, 2015 at the Town Hall with the following in attendance:

Mayor:	Wayne D. Power	CAO: Ed O'Keefe
Councillors:	Frank Coombs	Public Works Supervisor Harold Power
	Dan Greene	Admin. Office Manager: Mary Greene
	Frankie Nash	Executive Assistant: Debbie Gear
	William Woodman	
		Observers: 5

Absent: Deputy Mayor Pearson (Work)
Councillor Collins (Vacation)
Administrative Office Manager Mary Greene (Illness)

Privileged Session of Council

Mayor Power convened a Privileged Session of Council at 6:30 p.m. for the purpose of dealing with the ratification of the collective agreement with CUPE Local 1761 and with administrative staff pay increases.

Regular Meeting of Council

The Privileged Session of Council ended at 7:00 p.m. at which time the regular monthly meeting of Council was called to order.

Adoption of Agenda

The proposed agenda was circulated to Council and there was one amendment made - correspondence from the Deputy Mayor regarding leave of absence was relocated from **Other Business of Councillors** to **New Business**.

Motion #15-178

Councillor Nash/Councillor Greene

Be it resolved that the revised agenda as presented prior to the start of the meeting and amended to reflect correspondence from the Deputy Mayor as **New Business** is approved by Council.

(CARRIED: Mayor Power, Councillors Nash, Greene, Coombs and Woodman voted in favour of the motion.)

Minutes of the Meeting of August 18, 2015

The minutes of the meeting of August 18, 2015 were circulated prior to the meeting. There were no errors or omissions noted.

Motion #15-179

Councillor Nash/Councillor Coombs

Be it resolved that the minutes of August 18, 2015 are approved by Council as circulated.

(CARRIED: Mayor Power, Councillors Nash, Greene, Coombs and Woodman voted in favour of the motion.)

NEW BUSINESS - Ratification of Motions from Privileged Meeting

Ratification of Union Agreement

The Executive Committee recommended that Council approve the Tentative Ratification Package between the Town of Placentia and the Canadian Union of Public Employees Local 1761 dated August 20, 2015 and updated by the Town of Placentia on September 10, 2015.

Motion #15-180

Councillor Greene/Councillor Coombs

Be it resolved that the tentative Ratification Package between the Town of Placentia and the Canadian Union of Public Employees Local 1761 dated August 20, 2015 and updated by the Town of Placentia on September 10, 2015 is approved.

(CARRIED: Mayor Power, Councillors Nash, Greene, Coombs and Woodman voted in favour of the motion.)

Union Agreement Signing Bonus

The Executive Committee recommended that Council approve the payment of the \$250.00 signing bonus to the non-union positions of Chief Administrative Officer, Public Works Supervisor, Administrative Office Manager, Facilities Manager and Executive Assistant.

Motion #15-181

Councillor Greene/Councillor Woodman

Be it resolved that the payment of the \$250.00 signing bonus to the non-union positions of Chief Administrative Officer, Public Works Supervisor, Administrative Office Manager, Facilities Manager and Executive Assistant is approved.

(CARRIED: Mayor Power, Councillors Nash, Greene, Coombs and Woodman voted in favour of the motion.)

Pay Increase for Management

It was recommended that Council approve a one year pay increase for non-union employees at rates as stipulated during the privileged session of Council to be reviewed prior to April 1, 2016 in consult with recommendations from LW Consulting.

Motion #15-182

Councillor Nash/Councillor Greene

Be it resolved that one year pay increase for non-union employees is approved at rates as stipulated during the privileged session of Council to be reviewed prior to April 1, 2016 in consult with the recommendations from LW Consulting.

(CARRIED: Mayor Power, Councillors Nash, Greene, Coombs and Woodman voted in favour of the motion.)

EXECUTIVE COMMITTEE REPORT

(Mayor Power, Chair; Deputy Mayor Pearson, Councillor Dan Greene, Resource Person - CAO)

A report on the Executive Committee meeting held on September 11, 2015 was circulated prior to the meeting for Council's information.

Frecker Place Agreement

Mayor Power informed Council that Mr. Maurice Griffiths visited the Town Office and signed the agreement for Frecker Place Development between the Town and Universal Construction.

RCMP Staffing

Sgt. Roger Flynn has been promoted and reassigned from the Placentia Detachment; the unit is down one other member as well. Super. Zettler informed the Mayor that when Sgt. Flynn ships out it will be approximately 90 day process to find his replacement.

LW Consulting Reports

Consultants conducting the review to create a terms of reference for a forensic audit and to perform a staffing and operations review for the Town presented draft documents on both projects at a meeting held September 10, 2015.

Councillors have been asked to provide feedback to the Executive Assistant by Friday, September 18, 2015 so that the consultants use the information to finalize their reports. A session to review the reports will be scheduled when those documents have been received and distributed to Council.

Capital Works Updates

There is a short delay in the anticipated completion date of the Freshwater Line Replacement project due to the amount of rock the contractor has encountered however the project will be finished in time to lay pavement this fall.

The tender for the replacement of the Freshwater and Jerseyside Reservoirs has been awarded and the contract was signed today.

Arena boards are in place; the work has progressed to the point that the arena will be ready for the PBIS Conference next week.

Hickey's Lane sewer replacement work has begun and is anticipated to finish on target.

Leave of Absence Request

Correspondence from Deputy Mayor Pearson requesting a leave of absence for the period from September 15 until October 23, 2015 for the purpose of work commitments was circulated prior to the meeting indicating that during this time period the Deputy Mayor will perform most but not all of his duties as outlined in the Municipalities Act.

Motion #15-180

Councillor Coombs/Councillor Woodman

Be it resolved that a leave of absence for Deputy Mayor Keith Pearson for the period from September 15 until October 23, 2015 for the purpose of work commitments is approved.

(CARRIED: Mayor Power, Councillors Nash, Greene, Coombs and Woodman voted in favour of the motion.)

Husky Update

Mayor Power reported that he had a conversation with Richard Pratt of Husky Energy. The offshore oil industry is not promising at this time with price per barrel of oil in the \$40 range, however the wellhead platform is still the preferred option for Husky. The feeling is that this project will happen, it's just not sure when.

FINANCE COMMITTEE REPORT

(Councillor Dan Greene, Chair; Councillors William Woodman & Frankie Nash; Resource Person - Administrative Office Manager)

Accounts Payable

The Finance Committee recommended that Council approve the Accounts Payable Transaction Journal dated September 2, 2015 in the amount of \$32,380.96.

Motion #15-181

Councillor Greene/Councillor Nash

Be it resolved that the Accounts Payable Transaction Journal dated September 2, 2015 in the amount of \$32,380.96 is approved
(CARRIED: Mayor Power, Councillors Nash, Greene, Coombs and Woodman voted in favour of the motion.)

Cheque Register - General Account

The Finance Committee recommended that Council approve the Cheque Register dated September 2, 2015 in the amount of \$142,034.13 for cheques numbered 023696 to 023756 be approved.

Motion #15-182

Councillor Greene/Councillor Coombs

Be it resolved that the Cheque Register dated September 2, 2015 in the amount of \$142,034.13 for cheques numbered 023696 to 023756 is approved.
(CARRIED: Mayor Power, Councillors Nash, Greene, Coombs and Woodman voted in favour of the motion.)

Cheque Register - Special Accounts

The Finance Committee recommended that Council approve the Special Accounts Cheque Register for September 2015.

Motion #15-183

Councillor Greene/Councillor Nash

Be it resolved that the Special Accounts Cheque Register for September is approved.
(CARRIED: Mayor Power, Councillors Nash, Greene, Coombs and Woodman voted in favour of the motion.)

Visa Statement

The Finance Committee recommended that Council approve the Visa statement dated July 7 to August 6, 2015 in the amount of \$72.23.

Motion #15-184

Councillor Greene/Councillor Nash

Be it resolved that the Visa statement dated July 7 to August 6, 2015 in the amount of \$72.23 is approved.
(CARRIED: Mayor Power, Councillors Nash, Greene, Coombs and Woodman voted in favour of the motion.)

Request for Tax Adjustment

The Finance Committee recommended that Council approve a business tax adjustment of \$227.52 to Account #COOPE001 prorated for months the business was in operation.

Motion #15-185

Councillor Greene/Councillor Coombs

Be it resolved that a business tax adjustment of \$227.52 to Account #COOPE001 prorated for months the business was in operation is approved.

(CARRIED: Mayor Power, Councillors Nash, Greene, Coombs and Woodman voted in favour of the motion.)

Purchase of Anti-Virus Software

The Finance Committee recommended that Council approve the purchase of anti-virus protection software for 14 staff computers at a cost of \$933.37 HST included.

Motion #15-186

Councillor Greene/Councillor Coombs

Be it resolved that the purchase of anti-virus protection software for 14 staff computers at a cost of \$933.37 HST included is approved.

(CARRIED: Mayor Power, Councillors Nash, Greene, Coombs and Woodman voted in favour of the motion.)

Hickey's Lane Project - Expenditure in Excess of Estimates

The Finance Committee recommended that Council approve the expenditure of \$18,331.04 for the Hickey's Lane Sewer Assessment Project as it exceeded the original approved cost of \$12,096.00 by \$6,235.04. New surveys were required because the residents did not want the sewer lines going down through their properties which is the reason the actual costs exceeded estimate.

Motion #15-187

Councillor Greene/Councillor Nash

Be it resolved that the expenditure of \$18,331.04 for the Hickey's Lane Sewer Assessment Project as it exceeded the original approved cost of \$12,096.00 by \$6,235.04 is approved.

(CARRIED: Mayor Power, Councillors Nash, Greene, Coombs and Woodman voted in favour of the motion.)

Hickey's Lane - Gas Tax Motion Amendment

The Finance Committee recommended that Council amend Council Motion #15-156 from \$437,247.50 to \$373,679.10 to reflect the adjusted amount of monies to be borrowed for the Hickey's Lane Sewer Upgrade and the Arena Boards Replacement projects.

Motin#15-188

Councillor Greene/Councillor Nash

Be it resolved that Council Motion #15-156 be amended to adjust values from \$437,247.50 to \$373,679.10 to reflect the adjusted amount of monies to be borrowed for the Hickey's Lane Sewer Upgrade and the Arena Boards Replacement projects.

(CARRIED: Mayor Power, Councillors Nash, Greene, Coombs and Woodman voted in favour of the motion.)

Account # COOMP001 - Interest Adjustment Request

The Finance Committee recommended that Council approve an interest adjustment in the amount of \$519.75 to Account #COOMP001.

Motion #15-189

Councillor Greene/Councillor Woodman

Be it resolved that the request for interest adjustment in the amount of \$519.75 to Account #COOMP001 is approved.

(CARRIED: Mayor Power, Councillors Nash, Greene, Coombs and Woodman voted in favour of the motion.)

Donation - TCP Healthcare Foundation

The Finance Committee recommended that Council approve the donation of \$100.00 to the Trinity Conception Placentia Health Foundation as per past practice.

Motion #15-190

Councillor Greene/Councillor Nash

Be it resolved that the donation of \$100.00 to the Trinity Conception Placentia Health Foundation is approved.

(CARRIED: Mayor Power, Councillors Nash, Greene, Coombs and Woodman voted in favour of the motion.)

Policy to be Developed

Council has asked that a policy be developed with regard to tax adjustment.

PUBLIC WORKS COMMITTEE REPORT

(Councillor William Woodman, Chair; Councillors Dan Greene & Frank Coombs; Resource Person - Public Works Supervisor)

Recommended Permits

The Public Works Committee recommended that Council approve the following permit building applications:

- a. the application for a residential extension permit to extend the existing building at #17 Whelan Place, Jersey side.
- b. the application for an accessory building permit to construct a veranda and open deck at #186 Jersey side Hill.
- c. the application for an accessory building permit to construct a shed at #4 Cabot Street, Placentia.
- d. the application for an accessory building permit to construct a porch on an existing apartment building at #16 Dixon Street, Placentia

Motion #15-191

Councillor Woodman/Councillor Coombs

Be it resolved that the following permit building applications are approved:

- a. the application for a residential extension permit to extend the existing building at #17 Whelan Place, Jersey side.
- b. the application for an accessory building permit to construct a veranda and open deck at #186 Jersey side Hill.
- c. the application for an accessory building permit to construct a shed at #4 Cabot Street, Placentia.
- d. the application for an accessory building permit to construct a porch on an existing apartment building at #16 Dixon Street, Placentia

(CARRIED: Mayor Power, Councillors Nash, Greene, Coombs and Woodman voted in favour of the motion.)

Councillor Coombs declared himself in conflict on the following application due to ownership of the business and left the meeting.

Occupancy Permit Application - #21 Beach Road

The Public Works Committee recommended that Council approve the application for an occupancy permit to operate a hardware store at #21 Beach Road, Placentia pending approval from all other government agencies.

Motion #15-192

Councillor Woodman/Councillor Nash

Be it resolved that the application for an occupancy permit to operate a hardware store at #21 Beach Road, Placentia is approved pending approval from all other government agencies.

(CARRIED: Mayor Power, Councillors Nash, Greene and Woodman voted in favour of the motion.)

Councillor Coombs returned to the meeting.

Crown Land Permit Applications

The Public Works Committee recommended that Council approve the following Crown Land applications pending approval from Service NL and from Crown Lands.

- e. Route 91 Southeast Road for a camp site,
- f. Connaughtman's Pond for a cabin,
- g. Route 91 for residential construction,
- h. Route 91 for residential construction,
- i. Route 91 for residential construction.

Motion #15-193

Councillor Woodman/Councillor Coombs

Be it resolved that the following Crown Land applications were approved pending approval from all other government agencies.

- a. Route 91 Southeast Road for a camp site,
- b. Connaughtman's Pond for a cabin,
- c. Route 91 for residential construction,
- d. Route 91 for residential construction,
- e. Route 91 for residential construction.

(CARRIED: Mayor Power, Councillors Nash, Greene, Coombs and Woodman voted in favour of the motion.)

NL Power Pole Installations

The Public Works Committee recommended that Council approve Newfoundland Power's request for permission to install three (3) poles and two (2) anchors at #17-29 Lake's Road, Dunville.

Motion #15-194

Councillor Woodman/Councillor Coombs

Be it resolved that Newfoundland Power's request for permission to install three (3) poles and two (2) anchors at #17-29 Lake's Road, Dunville is approved.

(CARRIED: Mayor Power, Councillors Nash, Greene, Coombs and Woodman voted in favour of the motion.)

Vendor Permit - SD Construction

The Public Works Committee recommended that Council approve the application for a vendor's permit for home maintenance and repair by SD Construction.

Motion #15-195

Councillor Woodman/Councillor Greene

Be it resolved that the application for a vendor's permit for home maintenance and repair by SD Construction is approved.

(CARRIED: Mayor Power, Councillors Nash, Greene, Coombs and Woodman voted in favour of the motion.)

Approval in Principle - Red Roof Inn

The Public Works Committee recommended approval in principle for development of land at Argentia for the purpose of constructing a hotel with the stipulation that a site survey be completed indicating building location. A comprehensive development plan must be approved by Council before any construction commences.

Motion #15-196

Councillor Woodman/Councillor Nash

Be it resolved that approval in principle for development of land at Argentia for the purpose of constructing a hotel is approved with the stipulation that a site survey be completed indicating building location. A comprehensive development plan must be approved by Council before any construction commences

(CARRIED: Mayor Power, Councillors Nash, Greene, Coombs and Woodman voted in favour of the motion.)

Permit Not Recommended

The Public Works Committee did not recommend approval for crown land on Point Verde Road intended for storage and parking of heavy equipment - this is a residential area and there is concern with drainage onto Southeast Road and interference with existing waterway.

Council asked management to revisit this application due to consideration of approval in 2012. The file will be reviewed and referred back to the Public Works Committee.

MUNICIPAL & COMMUNITY SERVICES COMMITTEE REPORT

(Councillor Frank Coombs, Chair; Councillors Dan Greene & William Woodman; Resource Person - CAO)

Jake Brake Use in Community

A resident requested that signage be erected on Route 100 asking heavy trucks to not use jake brakes when traveling through Dunville. The Town passed the request onto the Department of Transportation because this is a provincially owned road; they advised they will not put up any signs to this effect. The Town has no jurisdiction to do anything further in this regard.

Crosswalk Signage

The Public Works Supervisor advised he has gotten signs to indicate crosswalks on Prince William Drive and Blockhouse Road; they will be erected as soon as possible.

Littering

Town staff have been making another effort to clean up litter in the community (this is in addition to the recent cleanup earlier the summer). Residents will be encouraged through our social media to please not litter.

NTV Towers in Freshwater

The Municipal Enforcement Officer has left a message with Transport Canada regarding the lack of lights on the towers in Freshwater. He will follow up for a response.

CULTURE & TOURISM COMMITTEE REPORT

(Deputy Mayor Keith Pearson, Chair; Councillors Noella Collins; Resource Person - CAO)

The report for the meeting held September 2, 2015 was circulated prior to the meeting. It was noted that the Voices of Placentia Bay Festival, Exhibit and Archaeology Interpretation Centre attendance was up considerably this year. Approximately 440 people visited the Interpretation Centre from the end of May to the end of August. The tentative date for next year's festival is August 5, 6 and 7, 2016.

RECREATION COMMITTEE REPORT

(Councillor Noella Collins, Chair; Councillor Frankie Nash; Deputy Mayor Keith Pearson; Resource Person - CAO)

Financial Approvals

There were two recommendations on the Recreation Committee report however they were deferred until the Facilities Manager provides additional information on competitive bids, location details and costs.

Summer Recreation Program

The 2015 summer program has now ended on a successful note. The Recreation Director has submitted his report and his employment is terminated for this year.

PBIS - September 23, 2015

Council was reminded of the upcoming Placentia Bay Integrated Showcase starting September 23, 2015 and of the Premier's attendance.

Arena Canteen

An ad has been released searching for a tenant to lease the arena canteen this season.

Celebrity Hockey Game

Logistics of hosting a hockey game to be played by NHL Legends are being worked out. Discussions will be ensue for a game to be held on October 14, 2015.

ECONOMIC DEVELOPMENT COMMITTEE REPORT

(Councillor Frankie Nash, Chair; Deputy Mayor Keith Pearson; Councillor Noella Collins; Resource Person - CAO)

There was a meeting with the Placentia Area Chamber of Commerce and plans were formulated to match town permits with the Chamber's membership footprint.

The Chamber noted that booth rentals at the PBIS are down this year but attendance is up.

The Chamber's annual general meeting is approaching - to be held around the 21st or 28th of October.

Council noted that it is good for local economic leaders ie the Chamber of Commerce, Argentinia Management Authority, Placentia Area Development Association etc. to get together and collaborate on how to boost economic development in Placentia. Quarterly meetings to this end with open communication would be a definite asset.

CORRESPONDENCE

Correspondence for the month was circulated to Council and it was noted that there was an exchange of letters from Buckingham Palace regarding congratulations to the Queen on being the longest reigning monarch in British history.

COUNCILLORS' COMMENTS

Councillor Woodman would like to see properties properly identified; there is confusion with street numbers on Fox Harbour Road and a lot of lots remain unidentified throughout the Town.

Councillor Woodman advised there is a Placentia Bay Traffic Meeting in Arnold's Cove on September 17th but he will be unable to attend.

Councillor Woodman attended the UMC meeting in Carbonear this past weekend where discussions were held on regional service boards.

Councillor Nash noted loose manhole covers on municipal streets.

Councillor Nash commented that budget preparation time is fast approaching; the CAO advised that the Administrative Office Manager will be soliciting requests from department heads in the near future to begin the process.

Mayor Power asked that Councillors submit their comments on the LW meeting to the Executive Assistant by Friday.

Mayor Power advised of the *Take Back the Night* walk at 7:30 p.m. on Friday, September 18th. and of a session hosted by Kayla Pittman relating to victims of assault to take place on Friday afternoon and repeated Friday evening.

A seniors' dance party will be held Thursday afternoon with music by the "Right Mix".

ADJOURNMENT

The meeting concluded at 7:40 p.m.

MAYOR WAYNE D. POWER

ED O'KEEFE, CAO

DATE