

MINUTES

A public meeting of the Placentia Council was held Tuesday, September 20, 2016 at the Town Hall.

The following people were in attendance:

Mayor: Wayne D. Power
Deputy Mayor: Keith Pearson
Councillors: Frank Coombs
Dan Greene
Frankie Nash
William Woodman

CAO: Charlotte Hickey
Public Works Supervisor: Harold Power
Facilities Manager: Rhonda Power
Executive Assistant: Debbie Gear

Late Arrival:

Mary Greene, Administrative Office Manager (Travel) (7:15 p.m.)
Councillor Noella Collins (Working) (7:45 p.m.)

Observer: 1

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

Proclamation

Mayor Power declared the third full week in October to be National Teen Driver Safety Week in the Municipality of Placentia. The signed proclamation noted that teen driving is one of the riskiest activities for young people and hopes that awareness will be raised and solutions found to prevent teen deaths on the roads across Canada.

Congratulations

There were a number of significant accomplishments of note by various members of the community:

1. The Under 12 Squirt Boys Softball team captured a hat-trick by winning the Cost. William Moss, the All Newfoundland and the Atlantic Cup tournaments this summer.
2. Jennifer Bennett of the Community Youth Network was awarded the distinction of *Mentor of the Year* by Youth Ventures at the Provincial Level.
3. The Placentia Area Chamber of Commerce hosted another successful Placentia Bay Industrial Showcase which had good media coverage for the area and at which there eight community awards presented. The Town of Placentia was the recipient of the Business Excellence Award in the 10+ employee category.

Congratulations were offered to all participants and award winners.

Agenda

The agenda for the September 20, 2016 meeting was circulated prior to the meeting; there were no additions or deletions.

Motion #16-223

Councillor Nash/Deputy Mayor Pearson

Be it resolved that the agenda for the September 20, 2016 meeting was adopted as circulated.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Coombs, Greene, Nash and Woodman approved the motion.)

Minutes of August 16, 2016

The minutes of August 16, 2016 were distributed to Council prior to the meeting. There was one correction requested – Page 19 regarding speed bumps on Orcan Drive – the word “rejected” is to be changed to “not recommended”.

Motion #16-224

Councillor Coombs/Deputy Mayor Pearson

Be it resolved that the Council Meeting Minutes of August 16, 2016 were approved as circulated, perused and amended.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Coombs, Greene, Nash and Woodman approved 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 15, 2016 was circulated prior to the meeting for Council’s information.

Recommendation

The Executive Committee recommended that Council approve the shredding of obsolete bookkeeping records that are dated 2008 and prior; cheque and deposit records from 2009 onward will remain organized and in storage at the Town Hall.

Motion #16-225

Deputy Mayor Pearson/Councillor Greene

Be it resolved that Council approves the shredding of obsolete bookkeeping records that are dated 2008 and prior; cheque and deposit records from 2009 onward will remain organized and in storage at the Town Hall.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Coombs, Greene, Nash and Woodman approved the motion.)

Mayor Power noted several items included in the minutes including the request from Plentzia’s council for representatives from the Town of Placentia to attend the European Heritage Days celebration in Spain.

Management is addressing the issue of alarm and security quotes to secure all town facilities.

A request has been received for historical and current information on the governance of the Town of Placentia and Port of Argentia. The Town will assist with current data and research historic records when staffing and time permits. The resident will be referred to the Port of Argentia for information on their operations.

There was a brief overview of the CAO’s meeting with the Argentia Backlands Trail committee, the Port of Argentia and PADA. Discussions have begun on revitalizing existing trails and addressing the condition of all trails in the area.

Council had requested that staff gather information on remuneration practices of other Councils to their mayors and councillors. Some information has been gathered that the Administrative Office Manager will use in budget consideration meetings.

Mayor Power reported that he requested and had a meeting with officials from Eastern Health who assured him that Eastern Health has no plans to make any major changes at the Placentia Health Care

facility. Ultimate decisions in this regard, however, are reliant on budgetary decisions from the Province.

Council was reminded that September 27, 2016 is set for the Organizational and Staffing review and that October 1, 2016 is an all day session on strategic and budget planning.

In conclusion of the Executive report, Mayor Power advised that there was a meeting held with the RCMP and issues of concern, i.e. speeding, police presence, etc. were discussed. It was agreed to go forward with good communication so both parties are in the loop on community issues.

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 8, 2016 in the amount of \$30,140.22.

Motion #16-226

Councillor Greene/Deputy Mayor Pearson

Be it resolved that Council approves the Accounts Payable Transaction Journal dated September 8, 2016 in the amount of \$30,140.22.
(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Coombs, Greene, Nash and Woodman approved the motion.)

Cheque Register – General Account

The Finance Committee recommends that Council approve the Accounts Payable Transaction Journal dated September 8, 2016 in the amount of \$30,140.22.

Motion #16-227

Councillor Greene/Councillor Nash

Be it resolved that Council approves the Accounts Payable Transaction Journal dated September 8, 2016 in the amount of \$30,140.22.
(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Coombs, Greene, Nash and Woodman approved the motion.)

Cheque Register – Special Accounts

The Finance Committee recommended that Council approve the Special Accounts Cheque Register for the month of September 2016.

Motion #16-228

Councillor Greene/Councillor Woodman

Be it resolved that Council approves the Special Accounts Cheque Register for the month of September 2016.
(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Coombs, Greene, Nash and Woodman approved the motion.)

Visa Statements

The Finance Committee recommended that Council approve the Visa Statement for June 28 to July 27, 2016 in the amount of \$441.79.

Motion #16-229

Councillor Greene/Councillor Nash

Be it resolved that Council approves the Visa Statement for June 28 to July 27, 2016 in the amount of \$441.79.
(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Coombs, Greene, Nash and Woodman approved the motion.)

The Finance Committee recommends that Council approve the Visa Statement for July 28 to August 29, 2016 in the amount of \$1,999.90.

Motion #16-230

Councillor Greene/Councillor Nash

Be it resolved that Council approves the Visa Statement for July 28 to August 29, 2016 in the amount of \$1,999.90.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Coombs, Greene, Nash and Woodman approved the motion.)

Gas Tax Projects – Expenditure Approvals

The Finance Committee recommended that Council approve the expenditure of \$453,523.18 for Gas Tax Project “Hickey’s Lane 188-2015-5118” which is the actual expenditure amount (replacing the previously approved expenditure of \$417,906).

Motion #16-231

Councillor Greene/Councillor Woodman

Be it resolved that Council approves the expenditure of \$453,523.18 for Gas Tax Project `Hickey`s Lane 188-2014-5118` which is the actual expenditure amount (replacing the previously approved expenditure of \$417,906).

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Coombs, Greene, Nash and Woodman approved the motion.)

The Finance Committee recommends that Council approve the expenditure of \$201,596.68 on Gas Tax Project “Arena Upgrades 188-2015-5426” which is the actual expenditure amount (replacing the previously approved expenditure of \$214,677).

Motion #16-232

Councillor Greene/Councillor Nash

Be it resolved that Council approves the expenditure of \$201,596.68 on Gas Tax Project ““Arena Upgrades 188-2015-5426”6” which is the actual expenditure amount (replacing the previously approved expenditure of \$214,677).

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Coombs, Greene, Nash and Woodman approved the motion.)

Pumps Purchase

The Finance Committee recommended that Council approve the expenditure of \$6,242.48 which is 20% of the total cost to purchase two new pumps for the Jersey side pump house under the provincial Special Assistance Grant. (Council was advised that the 80% provincial share has been received).

Motion #16-233

Councillor Greene/Councillor Woodman

Be it resolved that Council approves the expenditure of \$6,242.48 which is 20% of the total cost to purchase two new pumps for the Jersey side pump house under the provincial Special Assistance Grant.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Coombs, Greene, Nash and Woodman approved the motion.)

Atlantic Business Magazine Advertising

The Finance Committee recommends that Council approve the expenditure of \$3,200.00 to purchase a one-half page advertisement in the *Atlantic Business Magazine*.

Motion #16-234

Councillor Greene/Councillor Nash

Be it resolved that Council approves the expenditure of \$3,200.00 to purchase a one-half page advertisement in the *Atlantic Business Magazine*.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Coombs, Greene, Nash and Woodman approved the motion.)

Donation – Health Care 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 #16-235

Councillor Greene/Councillor Woodman

Be it resolved that Council approves the donation of \$100.00 to the Trinity Conception Placentia Health Foundation as per past practice.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Coombs, Greene, Nash and Woodman approved the motion.)

Communications Control House

The Finance Committee recommended that Council approve the award of the construction of a communications control house for the Fire Department to the low bidder, Skyline Contracting at a cost of \$7,790.00 plus H.S.T.

Motion #16-236

Councillor Greene/Councillor Nash

Be it resolved that Council approves the award of the construction of a communications control house for the Fire Department to the low bidder, Skyline Contracting at a cost of \$7,790.00 plus H.S.T.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Coombs, Greene, Nash and Woodman approved the motion.)

Harbour Drive Concept Drawings

The Finance Committee recommended that Council approve the expenditure of \$1,500.00 to Progressive Engineering to compile concept drawings and estimates for the purpose of securing funding for upgrades to Harbour Drive, Dunville.

Motion #16-237

Councillor Greene/Councillor Woodman

Be it resolved that Council approves the expenditure of \$1,500.00 to Progressive Engineering to compile concept drawings and estimates for the purpose of securing funding for upgrades to Harbour Drive, Dunville.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Coombs, Greene, Nash and Woodman approved the motion.)

Harbour Drive – Identification of Dock Owners

The Committee asked that the Municipal Enforcement Officer be assigned the task of identifying the ownership of all docks and sheds along Harbour Drive and if possible determine if a permit was issued for their development.

PUBLIC WORKS COMMITTEE REPORT

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

Residential and Accessory Building Permits

The Public Works Committee recommended that Council approve the following residential and accessory building permits:

Motion #16-238

Councillor Woodman/Councillor Coombs

Be it resolved that Council approves the following residential, accessory, NL Power and vendor permits:

1. the application for a residential extension permit at #17 New Settlement Hill;
2. the application for a permit to construct a storage shed at #58 Swan's Road;
3. the application to construct a deck at #40-46 Southeast Road;
4. the application to construct a personal use garage at #389-393 Southeast Road;
5. the application to construct a personal use garage at #7-11 Old Castle Hill Road, Jersey side with the stipulations that pegs are in place and approved by the Public Works Department prior to construction, the homeowner accepts responsibility for any damages occurring as a result of placement of the structure near the bank and that the finished design is similar in material and color as the primary residence.
6. the application to construct a storage shed at #16 Larkin Drive, Freshwater;
7. the application to construct a personal use garage at #180-188 Southeast Road;
8. the application from NL Power to install one pole to provide service to a new home across from the Regatta Grounds in Southeast.
9. The application from Hickey's Veggie & Fish Market for a one-month permit to sell fish products in the Placentia area.
10. The application from Barry's Auto Spa for a one month permit to operate a car detailing business in the Placentia area.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Coombs, Greene, Nash and Woodman approved the motion.)

Shaw's Lane Clearances

#31-107 Shaw's Lane

The Public Works Committee recommended that Council approve the release of the permit to construct at #31-107 Shaw's Lane as all conditions attached to the permit have been met according to municipal regulations and stipulations outlined on Permit #113-2013.

Motion #16-239

Councillor Woodman/Councillor Coombs

Be it resolved that Council approves the release of the permit to construct at #31-107 Shaw's Lane as all conditions attached to the permit have been met according to municipal regulations and stipulations outlined on Permit #113-2013.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Coombs, Greene, Nash and Woodman approved the motion.)

Release for Development

The Public Works Committee recommends that Council release the hold on development in Shaw's Lane to allow development by other property owners who meet the Town's regulations.

Motion #16-240

Councillor Woodman/Councillor Coombs

Be it resolved that Council approves release of the hold on development in Shaw’s Lane to allow development by other property owners who meet the Town’s regulations.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Coombs, Greene, Nash and Woodman approved the motion.)

Permit Approval

The Public Works Committee recommended that Council approve the release of conditions on the application to construct a new residence at #34-849 Shaw’s Lane and the application to construct a new residence at Kelly Crescent Ext. (JK) and that Council approve the related permits.

Motion #16-241

Councillor Woodman/Councillor Coombs

Be it resolved that Council approves the release of conditions on the application to construct a new residence at #134-849 Shaw’s Lane as per correspondence dated May 24, 2016 and approves the permit for #319 Shaw’s Lane;

Further Council approves the release of conditions on the application to construct a new residence at Kelly Crescent Ext. as per correspondence dated April 26, 2016 and approves the permit for Kelly Crescent Ext. (JK) dated April 7, 2016.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Coombs, Greene, Nash and Woodman approved the motion.)

Ownership of Road

The Public Works Committee recommends that Council assume ownership and responsibility for road maintenance and services to residents on the section of road from Kelly Crescent Extension turning right as far as the neighbouring property.

Motion #16-242

Councillor Woodman/Councillor Coombs

Be it resolved that the motion to accept ownership and responsibility for road maintenance and services to residents on the section of road from Kelly Crescent Extension turning right as far as neighbouring property is approved.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Coombs, Greene, Nash and Woodman approved the motion.)

Mayor Power acknowledged the efforts expended by the CAO and her staff to settle the agreements in Shaw’s Lane and close the file on the foregoing.

Service Fee – New Development

The Public Works Committee recommended that Council approve the implementation of a service fee of \$1,000.00 per permitted house development in Shaw’s Lane to be imposed on applications received after September 20, 2016 to recover the cost of paving.

Motion #16-243

Councillor Woodman/Councillor Greene

Be it resolved that Council approves the implementation of a service fee of \$1,000.00 per permitted house development in Shaw’s Lane to be imposed on applications received after September 20, 2016 to recover the cost of paving.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Coombs, Greene, Nash and Woodman approved the motion.)

Placentia Gut – Trenching

The Public Works Committee recommended that Council approve the expenditure of \$28,219.36 plus HST and related expenses for trenching of Placentia Gut under the water line that extends across to reduce the effects of water action on the line.

Motion #16-244

Councillor Woodman/Councillor Coombs

Be it resolved that Council approves the expenditure of \$28,219.36 plus HST and related expenses for trenching of Placentia Gut under the water line that extends across to reduce the effects of water action on the line.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Coombs, Greene, Nash and Woodman approved the motion.)

Regional Recreation Complex – Pool Design

The Public Works Committee recommends that Council enter into a design/build agreement with the Department of Municipal Affairs to begin the process of constructing the swimming pool as part of the Regional Recreation Complex.

Motion #16-245

Councillor Woodman/Councillor Coombs

Be it resolved that Council approves entering into a design/build agreement with the Department of Municipal Affairs to begin the process of constructing the swimming pool as part of the Regional Recreation Complex.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Coombs, Greene, Nash and Woodman approved the motion.)

Appointment of Owner Representative

The Public Works Committee recommended that Council approve the appointment of Newlab Engineering to be the owner representative on the Regional Recreation Complex pool project.

Motion #16-246

Councillor Woodman/Councillor Coombs

Be it resolved that Council approves the appointment of Newlab Engineering to be the owner representative on the Regional Recreation Complex pool project.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Coombs, Greene, Nash and Woodman approved the motion.)

Discussion Items- Public Works

Deputy Mayor Pearson walked the footpath on Blanche Street that was recently upgraded by Public Works staff. He pointed out that the rock at the bottom of the path is a safety issue and should be moved slightly so as to prevent tripping.

There was a brief discussion on the matter of the Mill Brook being brought to Council's attention by a local resident. The CAO has been researching and collecting information on the topic and is prepared to bring the discussion forward at the next Public Works Committee meeting. It will also be discussed during capital project review when Council has its strategic plan and budget session in October. Mayor Power did summarize that both the legal opinion obtained and the provincial government maintain that the responsibility for property and brook maintenance lies with the province and the homeowner.

MUNICIPAL & COMMUNITY SERVICES COMMITTEE REPORT

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

The Municipal Service Committee Chair noted that the Municipal Enforcement Officer's report was self-explanatory. He informed Council that there was some damage to one hydrant in Southeast that will be assessed for repair and the costs will be accepted by Eastern Waste Management whose truck caused the damage.

Council is asking that the Municipal Enforcement Officer select more dilapidated properties for clean-up and advise the owners that they should contact the MEO to make arrangements before further action is taken. The MEO will be asked to prepare a list of dilapidated properties for discussion at the next committee meeting.

CULTURE & TOURISM COMMITTEE REPORT

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

The Culture and Tourism Committee recommended that Council install a Pride Crosswalk on Prince William Drive, Townside Placentia. This will be painted when the street lines are done next spring.

Motion #16-247

Deputy Mayor Pearson/Councillor Nash

Be it resolved that Council approves the installation of a Pride Crosswalk on Prince William Drive, Townside Placentia.

(CARRIED 5:1 Mayor Power, Deputy Mayor Pearson, Councillors Coombs, Nash and Woodman approved the motion; Councillor Greene voted against the motion.)

Other items mentioned from the report included:

- The great lineup of entertainment planned for the Arts Centre over the next month or so;
- The success of the trip to St. Pierre and Miquelon to discuss the 2017 festivities being planned;
- Development of a committee to explore ideas to develop the grotto in the Legacy Garden;
- The finalization of the townscape plan and its availability should Council wish to review it; and
- Submitting a request to Transportation & Works Services to install proper community signage for communities i.e. Dunville, Freshwater, Jersey side, Townside and Southeast.

Mayor Power referred to the matter that there was a resident upset by the French translation on the Festival of Flags' monument in the Legacy Garden. He advised Council that he had addressed the issue with the resident.

RECREATION COMMITTEE REPORT

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

Councillor Collins arrived at the meeting as the Deputy Mayor was presenting the Recreation Committee report on her behalf.

The minutes of the Recreation Committee were edited to note that Councillor Nash had not attended the meeting and to record that the meeting was briefly interrupted by outside parties.

Fencing – Placentia Ball Field

The Recreation Committee recommended that Council approve the expenditure of \$8,500.00 for fencing of the 1st base line at Placentia Ball Field; money to be expended from budgeted funds.

Motion #16-248**Deputy Mayor Pearson/Councillor Nash**

Be it resolved that Council approves the expenditure of \$8,500.00 for fencing of the 1st base line at Placentia Ball Field; money to be expended from budgeted funds.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Coombs, Greene, Nash and Woodman approved the motion.)

Items of Discussion

The Recreation Director's report was submitted on September 19, 2016.

It appears that user numbers may be increasing at the arena this year. There is interest from the AAA league and overall ice time demand has improved. The opening date is October 14. There hasn't been an expression of interest for a canteen worker; the Facilities Manager is working on this.

The equipment is installed and final improvements are being made at the Wayne John Searle Playground in Southeast. It is hoped that the grand opening will take place by the end of September.

Halloween Trunk or Treat was a great success last year; planning for this year's event has begun.

Councillor Collins asked that management research the need for a little more care to be given to clearing the school bus stops of snow this winter so the kids can access the opening from behind and the sides.

Concerns of Councillors

Councillor Coombs asked that when the MEO is looking at dilapidated properties, he bring forward information from the resident in Freshwater who would like to access/own the land adjacent to his property. If an agreement can be struck the resident will accept full responsibility for removal of the considerable amount of garbage that has collected over the years in that location.

Councillor Collins started to pose questions on items already dealt with by Council. Some leniency was given in replying to the questions however as the number of questions grew Councillor Greene pointed out that these topics had all been discussed at the committee level, had been tabled at Council and approved earlier and he saw no reason to go through this Council meeting all over again. Councillor Collins said she requires the information to make an informative vote and was reminded that the votes had taken place in her absence. Councillor Collins was asked to meet with staff to have any further questions addressed and to make arrangements to review documents she wished to see.

Councillor Nash offered congratulations to the Deputy Mayor's son, Patrick who was the recipient of this year's James Hiscock Scholarship which is awarded to graduating children of Councillors by Municipalities Newfoundland and Labrador. Arrangements will be made for appropriate delivery of the scholarship to Patrick.

Mayor Power reminded Council of the official opening of the lift bridge at 10:00 a.m. on Friday morning. Officials from the province in attendance will be Premier Ball and Ministers Hawkins and Gambin-Walsh. Special guests such as the former mayors since amalgamation, former MHA Felix Collins and federal MP Ken McDonald will be invited. Planning time is limited but staff are making every effort to arrange a celebration that's fitting of such a prestigious event.

The new bridge is expected to be down within 10 weeks.

Councillor Collins asked if the old piers would be removed and the Mayor replied that they were taken away ages ago and clean-up is completed.

Councillor Collins asked that appropriate condolences be sent to the family of the late Robbie Collins who was a volunteer firefighter in Placentia for a number of years. Mayor Power responded that Council would certainly take care of that and noted that Mr. Collins was a respected business man in the community as well.

Councillor entered into a Privileged Session to discuss personnel matters. At 8:10 p.m.

Council resumed the Public meeting at 8:20 p.m. and the following motion was presented for ratification.

Motion #16-249

Deputy Mayor Pearson/Councillor Dan Greene

Be it resolved that Council recommends and approves ratification of the motion that Council follow policy with regard to employee retirement which includes the payment of two weeks' severance pay for each year of employment to a maximum of 20 weeks. (CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Coombs, Greene, Nash and Woodman approved the motion.)

Adjournment

There being no further business of Council, the meeting adjourned at 8:20 p.m.

MAYOR WAYNE D. POWER

CHARLOTTE M. HICKEY, CAO

DATE