



MINUTES

A public meeting of the Placentia Council was held Tuesday, November 22, 2016 at the Town Hall with the following in attendance:

Mayor:	Wayne D. Power	CAO:	Charlotte Hickey
Deputy Mayor:	Keith Pearson	Public Works Supervisor	Harold Power
Councillors:	Noella Collins	Facilities Manager:	Rhonda Power
	Frank Coombs	Admin. Office Manager:	Mary Greene
	Dan Greene	Executive Assistant:	Debbie Gear
	Frankie Nash		
Absent:	William Woodman	Observers:	12

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

Housekeeping Items

Mayor Power commenced the meeting with congratulatory notes to a number people and groups:

To the 2016 graduates of Laval High School who recently attended their graduation exercises and in particular to two local students who received awards. Patrick Pearson of Dunville, son of Deputy Mayor Keith Pearson, was the Class Valedictorian and the recipient of the Governor General Bronze Award for Academic Excellence. As well both Patrick and Lindsey Greene of Placentia received the Electoral District Scholarship as two of the top three high school graduates in Placentia-St. Mary's District.

To our local resident, Rachele Connors who is the recipient of the Roger Champagne Award; this honor is bestowed on her by the Federation des Francophones de Terre-Neuve et du Labrador. The Town strongly supported the nomination of Mrs. Connors for this award; a celebration and presentation of the award will take place at the Placentia Bay Cultural Arts Centre at 1:00 p.m. December 9, 2016 and all are invited to attend.

To the Royal Bank of Canada who celebrated the 100th anniversary of their presence in Placentia on November 18th. The Deputy Mayor represented the Town of Placentia at this event and brought greetings on behalf of Council and staff. Mayor Power noted that this is a significant milestone and thanked all RBC employees for their service.

To the Placentia Mall and the Placentia Lions Club's on the opening of the Happy Tree this weekend. Mayor Power encouraged community support of this very worthwhile endeavour.

To the Royal Canadian Legion Branch 33, Placentia on the dignified commemoration of Remembrance Day and for their honor of Lance Corporal John F. King, of the Royal Newfoundland Regiment. LCpl King was sent home from WW1 with tuberculosis and died a short time later. His remains were sent back to Placentia and he was interred without a proper regimental funeral. Leigh-Ann Power of Placentia who works with the CBC and the Royal Canadian Legion Branch 33

coordinated with proper authorities to hold a military service for LCpl King which was held at Mount Carmel Cemetery in Placentia.

To the Avalon North Wolverines Search and Rescue, the Placentia Volunteer Fire Department, Power's Ambulance and the Placentia Detachment of the RCMP who staged a mock disaster in Argentina. This was a very successful exercise with all resources working together to reiterate an understanding of roles and responsibilities during emergency situations. A number of Councillors and town staff also attended to observe the exercise.

To Linda Grimm who was honoured with the Southcott Award from the NL Historic Trust for her work in preservation of the Rosedale Manor as a Heritage Structure.

To the Community Business Development Corporation on their continued support of small business initiatives who have to date invested \$970,000 locally.

Congratulations to all who have excelled in their efforts.

Adoption of Agenda

The agenda for the November 22, 2016 meeting was circulated prior to the meeting.

Motion #16-288

Deputy Mayor Pearson/Councillor Coombs

Be it resolved that the agenda as presented prior to the meeting is approved by Council.

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

Minutes of the Meeting of October 25, 2016

The minutes of the meeting of October 25, 2016 were circulated prior to the meeting. There was one correction requested on Page 5. Councillor Collins said it was not that she did not understand the security bids, it was that the presentation of them was complicated.

There was also one correction to be made to motion #16-265 - this is not a one time only tax adjustment, it is correction of taxes charged in error.

The minutes will be updated accordingly.

Motion #16-289

Deputy Mayor Pearson/Councillor Coombs

Be it resolved that the minutes of October 25, 2016 are adopted as circulated, perused and corrected.

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

Alliance for Control of Tobacco - Request for Endorsement

The Executive Committee recommended that Council endorse the Alliance for the Control of Tobacco's initiative for plain packaging of cigarettes.

Motion #16-290

Deputy Mayor Pearson/Councillor Greene

Be it resolved that Council endorses the Alliance for the Control of Tobacco's initiative for plain packaging of cigarettes.

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

Harassment Policy

The Professional Municipal Administrators' Association had developed a Harassment Policy some time ago and recently circulated it to all municipalities for consideration as a model to create their own policies. The Executive Committee will review this and bring a recommendation forward at the December public meeting.

Engineering Fees

The CAO will be in discussion with Progressive Engineering on their professional rates charged to the Town. A meeting will be held and an update will be provided.

Dumping on the Wye

An update on the dumping off Route 100 in the area known as the Wye was provided. The Department of Transportation and Works admitted wrongdoing, have had the area cleaned up and completed Level 1 Environmental Assessment by a third party, AMEC, which yielded satisfactory results. The Town will now erect signage identifying this as a watershed area and restrict access to the site.

Fort Frederick

A design has been developed for restoration of the Fort Frederick site that will enhance its tourism value. This plan will be considered when demolition of the bridge is complete.

Wind Energy Company

The CAO met with Helge Whittholz and Frank Weber to discuss their ongoing research and plans to install wind turbines in Argentia.

Proposed Compost Facility

Mayor Power attended the Whitbourne meeting on the proposed composting facility. This is going through the environmental assessment process which will be a lengthy process therefore being some time before a final decision is made on the proposal.

Minister Gambin-Walsh Meeting

The Mayor and the CAO met with Minister Gambin Walsh early in November and discussed a number of issues including the condition of the Transportation Depot in Southeast.

There was discussion on paving priorities for the area and the need for brush cutting along provincially owned roads.

Purchase of two vertical turbine pumps for Jersey side was possible with provincial emergency funding. One of these has been installed and work is scheduled to start on the other.

YMCA are applying for federal funding for their programs and Placentia is included as one of their target projects.

Councillor Greene asked about the development out on the Trans Canada Highway near the Argentinia Access Road and expressed concern about traffic congestion and the need for an overpass. The Mayor and CAO have asked MHA Gambin-Walsh to determine what development is going on out there.

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 November 3, 2016 in the amount of \$32,943.00.

Motion #16-291

Councillor Greene/Councillor Nash

Be it resolved that the Accounts Payable Transaction Journal dated November 3, 2016 in the amount of \$32,943.00 is approved

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

Cheque Register - General Account

The Finance Committee recommended that Council approve the Cheque Register dated November 3, 2016 in the amount of \$174,795.21 for cheques numbered 025025 to 025090.

Motion #16-292

Councillor Greene/Councillor Nash

Be it resolved that the Cheque Register dated November 3, 2016 in the amount of \$174,795.21 for cheques numbered 025025 to 025090 is approved.

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

Cheque Register - Special Accounts

The Finance Committee recommended that Council approve the Special Accounts Cheque Register for November 2016.

Motion #16-293

Councillor Greene/Councillor Nash

Be it resolved that the Special Accounts Cheque Register for November 2016 is approved.

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

Visa Statement

The Finance Committee recommended that Council approve the Visa statement dated September 8 to October 27, 2016 in the amount of \$335.64.

Motion #16-294

Councillor Greene/Councillor Nash

Be it resolved that the Visa statement dated September 8 to October 27, 2016 in the amount of \$335.64 is approved.

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

Repair of Vehicle

The Finance committee recommended that Council approve the expenditure of \$5,108.32 for repair of the 2010 Acadia. Work completed included repair of the steering gear leak; removal of the engine to replace the timing chain and a wheel alignment.

Motion #16-295

Councillor Greene/Councillor Nash

Be it resolved that Council approves the expenditure of \$5,108.32 for repair of the 2010 Acadia.

Discussion on the Motion

The Acadia was at the dealership in St. John's to have recall warranty work done; there was also a safety risk with regard to the timing chain and steering gear leak which has been giving problems. The Town tried to have this completed under warranty but it was no longer covered. The necessity for this work had been identified by a local garage who recommended having it done by the dealer and as the vehicle was in and apart, it was deemed prudent to have it done before it was driven on the highway due to safety risks.

The Deputy Mayor noted that this was a large bill for this vehicle and Councillor Collins said the vehicle could have been put on a flatbed and brought back out here for repair estimate from other garages and questioned the amount of maintenance performed on vehicles.

The Public Works Supervisor confirmed that all vehicles have winter and spring maintenance checks and necessary repairs done when tires are changed. The Acadia has had the same maintenance including two oil changes a year. The Public Works Supervisor says that there is low mileage on the Acadia.

The Deputy Mayor asked if records are kept and was informed that as bills are processed, the work done is recorded by plate number and the invoice is attached to the cheque stub.

Councillor Coombs commented that it is a large expenditure without a tender; however it is done now. Mayor Power noted that the work was necessary to ensure vehicle reliability and user safety.

Vote on Motion 16-295

(CARRIED 5:1 Mayor Power, Deputy Mayor Pearson, Councillors Nash, Greene, and Coombs voted in favour of the motion; Councillor Collins voted against the motion.)

Repairs to Doors

The Finance Committee recommended the approval of approximately \$1,800 plus HST to upgrade the hardware on the Chambers' door.

Motion #16-296

Councillor Greene/Councillor Nash

Be it resolved that Council approves the expenditure of approximately \$1,800 plus HST to to install entry hardware on the Chambers' door for access from the Arts Centre.

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

Security Upgrades to the Town Hall

Mayor Power declared himself in conflict (family) and left the meeting.

The Finance Committee recommended that Council approve the expenditure of \$1,660.00 plus HST for security upgrades to the Town Hall.

Motion #16-297

Councillor Nash/Councillor Coombs

Be it resolved that Council approves the expenditure of \$1,660.00 plus HST for security upgrades to the Town Hall.

Discussion on the Motion

Even though Councillor Collins had previously asked for security to be increased at all buildings she disputed the process that was followed and questioned how a decision was made. The CAO says that she recommends this as part of the security assessment that was done by three different suppliers all of whom indicated the necessity of the work proposed here. She is recommending approval, of the lowest bid which was also submitted by a local registered business.

Councillor Collins also stated that the Town Hall and the Arts Centre should be on the same alarm system and anyone access be given their own code. Council noted that the Arts Centre is accessible by users from the general public. The Town Hall must remain separate to protect the integrity of files and information pertinent to residential records.

Vote Motion 16-297

Carried 4:1 Deputy Mayor Pearson, Councillors Greene, Nash and Coombs voted in favour of the motion; Councillor Collins voted against the motion.

Mayor Power returned to the meeting.

Councillor's Travel Claim

The Finance Committee recommended that Council approve payment of \$2,340.64 to one of the Councillors for pre-approved expenses for travel to Spain.

Mayor Power asked Councillor Collins if she would like to declare herself in conflict as per the requirement of the Municipalities Act. Councillor Collins left the meeting due to the fact that she is in direct conflict due to monetary gain.

Motion #16-298

Councillor Greene/Councillor Nash

Be it resolved that Council approves payment of \$2,340.64 for the travel claim submitted for pre-approved expenses for travel to Spain.

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

Councillor Collins returned to the meeting.

Councillor Collins asked to speak on the motion put before Council in her absence and asked to know why she was being denied part of her claim. Mayor Power cautioned Councillor Collins that Council should not enter into discussion here on any topic that is of financial benefit to her or her family to which Councillor Collins asked to enter into a privileged session to do so. The Mayor said this would still be a conflict of interest and recommended that Councillor Collins discuss her concerns with the CAO. Councillor Collins insisted saying that she spoke to Municipal Affairs on this and the Mayor replied, "Councillor Collins, if you enter into discussion where there is a direct financial benefit to you, you are in conflict."

Budget

Councillor Collins had questions on the budget, mainly if all issues are not resolved why isn't there another meeting; she had missed the last one due to work. She was advised that it was the consensus of Council that there was enough discussion and although not everyone agreed on everything in the budget, it was balanced on consensus as a plan to help meet next year's goals. The Deputy Mayor agreed saying he would have had another meeting just to make sure the budget did not get postponed and end up with a late budget submission to Municipal Affairs again this year. He says he had no issues with the budget himself. Mayor Power advised that the budget would be presented at the end of this meeting and go to vote.

Expenditures

Councillor Collins asked why there was an extraction of larger expenses (over \$1,000) from the Accounts Payable. She was reminded that last month Council unanimously voted to increase the Purchase Order limit for the CAO from \$1,000 to \$5,000. This list is for transparency purposes so that Council can be informed of major purchases made through the month.

Councillor Collins questioned the costs incurred that were paid by two cheques issued to Edison Electronics - one was for one year monitoring of the alarm system; the other was for costs associated with sound and drone photography of the opening of the bridge ceremony.

At this point, Councillor Collins was reminded again at this meeting that all payables have been scrutinized at the committee level, have been recommended for payment and have already been approved by vote of Council. She was advised that if she wishes to review these type things again after discussion by the committee and the vote has been tabled, voted on and closed, she must go to the CAO. Councillor Collins asked for it to be noted that she was cut off by the Mayor again and kept on talking about payables; the Mayor advised Councillor Collins she was out of order and moved on to the next item of business.

PUBLIC WORKS COMMITTEE REPORT

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

Councillor Greene presented the Public Works Committee report in Councillor Woodman's absence.

#4 Battery Road - Residential Extension

The Public Works Committee recommended that Council approve the application for a new residential extension permit at #4 Battery Road, Jersey side.

Motion #16-299

Councillor Greene/Councillor Coombs

Be it resolved that the application for a new residential extension permit at #4 Battery Road, Jersey side is approved.

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

#4 Ville Marie Drive - Accessory Building

The Public Works Committee recommended that Council approve the application for an accessory building permit to construct a shed at #4 Ville Marie Drive, Dunville.

Motion #16-300

Councillor Greene/Councillor Coombs

Be it resolved that the application for an accessory building permit to construct a shed at #4 Ville Marie Drive, Dunville is approved.

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

#38-40 Blanche Street - Accessory Building

The Public Works Committee recommended that Council approve the application for an accessory building permit to construct a deck at #38-40 Blanche Street.

Motion #16-301

Councillor Greene/Councillor Coombs

Be it resolved that the application for an accessory building permit to construct a deck at #38-40 Blanche Street is approved.

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

#25 Power Street - Accessory Building

The Public Works Committee recommended that Council approve the application for an accessory building permit to construct a shed at #25 Power Street, Dunville.

Motion #16-302

Councillor Greene/Councillor Coombs

Be it resolved that the application for an accessory building permit to construct a shed at #25 Power Street, Dunville is approved.

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

#1 Gardiner Place - Accessory Building

The Public Works Committee recommended that Council approve the application for an accessory building permit to construct a storage shed at #1 Gardiner Place. This structure was started without the appropriate permit in place and is subject to the surcharge as per the tax structure.

Motion #16-303

Councillor Greene/Councillor Coombs

Be it resolved that the application for an accessory building permit to construct a storage shed at #1 Gardiner Place is approved.

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

#45 Frecker Place - Accessory Building

The Public Works Committee recommended that Council approve the application to for an accessory building permit to construct a detached garage at #45 Frecker Place, Dunville.

Motion #16-304

Councillor Greene/Councillor Coombs

Be it resolved that the application to for an accessory building permit to construct a detached garage at #45 Frecker Place, Dunville is approved.

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

#1001 Main Road - Commercial Renovations

The Public Works Committee recommended that Council approve the application for a commercial and other development permit to complete renovations to the current structure at #1001 Main Road, Dunville.

Motion #16-305

Councillor Greene/Councillor Coombs

Be it resolved that the application for a commercial and other development permit to complete renovations to the current structure at #1001 Main Road, Dunville is approved.

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

#1-5 O’Reilly Street - Occupancy

The Public Works Committee recommended that Council approve the application for an Occupancy Permit for #1-5 O’Reilly Street (McCormack Building) which had been authorized by the Public Works Supervisor and the CAO.

Motion # 16-287

Councillor Greene/Councillor Coombs

Be it resolved that the application for an Occupancy Permit for #1-5 O’Reilly Street (McCormack Building).

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

Vendor Permits

The Public Works Committee recommended that Council approve the applications for Vendors’ Permits as presented below:

- i. Power Play Sports – sell sports equipment in the Placentia area
- ii. St. Anne’s Sodality – ticket and bake sale, Placentia Mall
- iii. Cyril O’Reilly Photography – photo sale, Placentia Mall
- iv. Justine Bradbury – jewelry sales, Placentia Mall
- v. Sacred Heart Parish – Kevin Collins concert ticket sales, Placentia Mall

Motion #16-306

Councillor Greene/Councillor Coombs

Be it resolved that the applications for Vendors’ Permits as presented are approved:

- i. Power Play Sports – sell sports equipment in the Placentia area
- ii. St. Anne’s Sodality – ticket and bake sale, Placentia Mall
- iii. Cyril O’Reilly Photography – photo sale, Placentia Mall
- iv. Justine Bradbury – jewelry sales, Placentia Mall
- v. Sacred Heart Parish – Kevin Collins concert ticket sales, Placentia Mall

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

The CAO declared herself in conflict and left the meeting.

Crown Land Application

The Public Works Committee recommended that Council approve the crown land application for Point Verde Road (#16-04 08.26.15) with the stipulation that this is not a permit to develop; any development on this property will have to meet municipal guidelines for industrial zoning.

Motion # 16-307

Councillor Greene/Councillor Coombs

Be it resolved that Council approves the crown land application for Point Verde Road (#16-04 08.26.15) with the stipulation that this is not a permit to develop; any development on this property will have to meet municipal guidelines for industrial zoning.

Discussion on the Motion

There had been a request for approval of crown land acquisition in Point Verde that has been reviewed several times by the committee. The Public Works Supervisor has visited the site, took pictures and met with the applicant. The location is well away from the residential area and there is no river on that side of the road. This application will be permitted by Council on condition that it is noted that this is not a permit; development of any kind will require approval from Council prior to start.

Vote on Motion #16-307

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

The CAO returned to the meeting.

Councillor Collins asked why the CAO left the room and was advised it was because she declared conflict.

Snow Clearing Fee

The Public Works Committee recommended that Council accept the rate of \$150.00 per month to assume responsibility of snow clearing of Shaw's Lane as part of the existing snow clearing contract.

Motion #16-308

Councillor Greene/Councillor Coombs

Be it resolved that Council approves the rate of \$150.00 per month to assume responsibility of snow clearing of Shaw's Lane as part of the existing snow clearing contract.

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

DEFERRED PERMITS - INSUFFICIENT INFORMATION

The following applications were deferred pending receipt of required documentation:

- Application for an accessory building permit to construct a garage at #138-146 Freshwater Crescent
- Application for an accessory building permit to construct a person use shed at #20 Battery Road, Jersey side
- Application for an accessory building permit to construct a shed at #190 Bond's Path, Southeast

Harbour Drive

Council has gotten Class D estimates to do repair work on Harbour Drive that came in at \$1.2 million to complete. The drawings and estimates will be used in future to pursue government funding.

Brooks Assessment

A request for quotes was sent out to prepare estimates on assessing three brooks in the Placentia area. There was one bid received; this will be referred to committee for review and recommendation at the next meeting.

MUNICIPAL & COMMUNITY SERVICES COMMITTEE REPORT

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

The Municipal Enforcement Officer's report was circulated, there were no items of concern identified for discussion on that report. Councillor Collins asked that the MEO get an old truck removed from Prince William Drive area.

The Fire Department is lobbying Nalcor for five sea containers to be used in construction of a fire training building in Argentina.

There was a mock disaster exercise held in Argentina on November 6. Council applauded the Avalon North Wolverines Search and Rescue Team, the Placentia Volunteer Fire Department, the RCMP and members of Council and staff that attended and took part in exercises. Special thanks went out to the organizers especially Joe Cleary, Matt Foley and Fire Chief Wayne Power.

CULTURE & TOURISM COMMITTEE REPORT

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

The Placentia Bay Cultural Arts Centre has a very busy Christmas calendar; residents are referred to the Town's web site for information on events and encouraged to come out and attend.

A neighbouring community has requested use of Town's tents for their Come Home Year celebrations next July. Council expressed concern for the care of the tents. Council has a policy in place and would like to extend courtesy to our community partners provided Town workers are involved in the process and that the Town is compensated for associated costs. Councillor Collins noted that one tent was lent out before and was damaged; if someone can't afford to buy a tent, how can they afford to repair it; for that reason she does not agree to lending them out. The Deputy Mayor reminded Council that we recently had to borrow from Mount Pearl; it's up to Council to ensure it's done right. Councillor Coombs says that Council should not just assume there'll be damage; we should help our neighbouring communities, they support ours by shopping here and it's the right thing to do.

A request was received to install a commemorative bench on the Great Beach Boardwalk however due to the pending plans for upgrades as part of the Tourism Master Plan, it was suggested maybe the bench could be put in the Town Square or some other suitable location in the municipality. Ms. Power will continue discussion.

150 Anniversary of Confederation celebrations will be taking place next year; all Canada will be invited to list events commemorating this milestone on in the government's "Passport 2017" website.

Mayor Power informed Council that shortly after he and Councillor Collins returned from their Spain trip, there were two engineers from Plentzia in St. John's at meetings who read about our town in their local newspaper. They took the time to come to visit Placentia, do a little tour, and dine at the Three Sisters before heading home.

RECREATION COMMITTEE REPORT

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

A request was received from the Montreal Canadiens' Alumni team to play at Unity PARC arena; this was referred to Minor Hockey to see if they would use this as a fundraiser.

The vehicle trunk or treat only had three vehicles involved but was deemed a success because approximately 300 kids trick or treated at the Square. Next year consideration will be given to holding this outside normal Halloween time to allow business involvement.

Thanks were extended to all who organized and supervised the bonfire on Guy Fawkes night.

A review of the Town's Recreation Master Plan was held with members of the Placentia Recreation Commission and interested stakeholders. The group was generally pleased with the plan which will be utilized by the Town as a guideline for future planning.

The Community Tree Lighting will take place on Monday, November 28 at 7:00 p.m. in the Town Square.

The Dunville Lions Club-Town of Placentia Santa Claus Parade will take place on Saturday, December 3, 2016 at 1:00 p.m.

ECONOMIC DEVELOPMENT COMMITTEE REPORT

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

Councillor Nash informed Council that CBDC hosted the most recent Lunch and Learn profiling their Annual Shareholders Meeting and Small Business Week. The event also highlighted one of the CBDC's successful clients, Mr. Dan Meade of Dandy Dan's Fish Market who spoke at the session and then provided a tour for the interested members of the group. Councillor Nash spoke of the positive feedback on such initiatives here in Placentia and would encourage some sort of "made-right-here" program.

Small Towns Big Business Initiative (STBBI)

Mayor Power attended the recent STBBI conference in St. John's and sat on a panel with Mayor Lori Ackerman of Fort St. John, BC and Sam Snyard, Mayor of Marystown. The panel discussed the expectation of big business. In general, the aspiration of the committee is to create a document for presentation to government lobbying for a place for municipalities to be represented when negotiations are being held with business contemplating residency in their area. Local municipalities play an important role in providing services to these big businesses and should be in on project negotiation.

CORRESPONDENCE

Correspondence was circulated prior to the meeting with Council's packages. Councillor Collins asked where a particular letter was as it was not in her package. She was advised that the correspondence in question did not arrive until after the committee meetings were held. It will be tabled at the next appropriate committee meeting.

COUNCILLORS' COMMENTS

Councillor Coombs noted his agreement with the initiative taken to formulate a plan for Harbour Drive; it is a much needed maintenance project and it should move up on Council's priority list.

Councillor Collins asked if the Town is doing something with the Union Agreement. She was advised that no, the issue referred to during meetings is the desire for a *non-bargaining unit* agreement for staff *not in the union*. Councillor Collins said that she never heard of this before and was reminded that this is a recommendation from the operations review. She asked if Municipal Affairs could do this and the Mayor replied that he doubts that Municipal Affairs would get involved in such a process. Mayor Power pointed out that the Union has clear outlines but management doesn't have any and the purpose of this exercise would be to get a concrete structure for that purpose.

Deputy Mayor Pearson noted that for about a year and a half the water in Dunville was terrific but for the last few months it has been worsening and needs to be fixed. He understands the problems but it is still unsatisfactory for residents. Councillor Greene agreed with the Deputy Mayor's comment that the plan needs to change but once again stated that this is going to be a significant cost to achieve. Mayor Power advised that before the service lines project starts, Council will meet with Dunville residents and discuss the plan. The Public Works Supervisor advised that just today they got the ozone generator up and running again and he hopes this will clear up the color problem. The CAO advised that the water study is gone to an independent environmental company to see if they can come up with a solution to improve water quality sooner.

Mayor Power reminded Council of upcoming events: Tree Lighting on November 28th, the Seniors Social on December 1st and the Santa Claus Parade on December 3rd the last two of which are being attended by Bugs and Debbie Greene and filmed for airing on Eastlink and Rogers TV. Events in Placentia throughout the spring and summer will be covered by Eastlink giving the Town great tourism exposure.

Budget 2017

Councillor Dan Greene, Finance Chair, presented the proposed budget for 2017 prepared by the Administrative Office Manager and the CAO in consultation with Council on a number of occasions. Following the presentation, Councillor Greene tabled three votes associated with approval of the budget.

MOTION TO APPROVE REMUNERATION

As Chair of the Finance Committee Councillor Greene recommended that Council adopt the 2017 Remuneration reflecting a 4% increase for Management, Firefighter honorarium and Council remuneration.

Motion # 16-309

Councillor Greene/Deputy Mayor Pearson

Be it resolved that Council approves the adoption of 2017 Remuneration reflecting a 4% increase for Management, Firefighter honorarium and Council remuneration.

Discussion on the Motion

Councillor Nash says that she does not like approving remuneration increases; it is her personal preference not to take remuneration. She did note that other towns take a 2% of the overall budget amount as a fee; the Town of Placentia is approving less than 1% for Council. That being said, there will always be a like and dislike about budget items but this is a solid budget and she, for that reason will be voting in favour of it.

Vote on Motion # 16-309

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

MOTION TO APPROVE BUDGET

As Chair of the Finance Committee Councillor Greene recommended that Council adopt the 2017 Budget in the amount of \$5,781,477.

Motion #16-310**Councillor Greene/Councillor Nash**

Be it resolved that Council approves the adoption of the 2017 Budget as presented in the amount of \$5,781,477.

Discussion on the Motion

Councillor Greene spoke on the effectiveness of the budget; it is basically the same as last year's with some improvements adding necessities and reducing costs where possible, i.e. in consulting fees and coming up with a reduction in this budget of \$222,000. He compliments staff on being able to do this. He noted that there are things Council would like to do but can't afford, one of which is complete our integrated water project faster, without increasing taxes.

Councillor Coombs stated that this is a good budget.

Councillor Nash said she is proud of the public consultation process which gave residents their say. She is pleased Council is still able to invest in capital projects, growing the town, and making it attractive. She stated that Placentia is deserving of the monies being invested in these categories in the Town and she will have no problem supporting the budget.

Councillor Collins thinks that the Town should do its own garbage collection; should lease its own equipment to do snow clearing and hire staff to take it back over; she doesn't agree with the street sweeper for cleaning the main roads of Placentia, and doesn't think Argentia measures up for the services we give it, i.e. snow clearing. She won't be supporting the budget.

Deputy Mayor Pearson thanked the staff for their efforts in providing such a good budget without increasing taxes or making cuts. He is pleased to continue investing in infrastructure; introduction of wellness initiatives with the Recreation and Wellness Manager; inclusion of a new arena/maintenance person, etc. He is glad that when times are hard, the Town is still able to control costs without putting extra burden on the residents.

Mayor Power clarified that waste management is not up for renewal this year and that Council has agreed previously to put out a tender to determine best practice and cost for this service next year when the contract is being revisited. He thanked everyone on staff and Council for their work in 2016 having met and overcome a number of challenges and changes.

As to the budget, he congratulated Council for going through this in-depth process; the management team for their efforts and residents for coming out and getting involved in how their tax dollars are spent.

He thinks that there are good efficiencies identified in the budget and is pleased to maintain service levels at the same mil rate. He commented on the value of the Town's workforce, the need to continue with infrastructure work and our water study project and the advancement of our tourism assets.

Mayor Power is pleased that there is money allocated for an alert notification system to ensure that all residents have access to communication from the Town. The purchase of a speed sign for the quieting of traffic is the first of several intended for the Town. The introduction of a Manager of Recreation will invest in the health and well-being of all residents. Investment in Public Works equipment will ensure that services are provided to residents in a timely manner.

Mayor Power closed his comments with the observation that the budget is complete with full service delivery without cuts. It reflects responsible fiscal management with forward thinking to help our community grow and prosper.

Councillor Greene closed the budget discussion with congratulation to staff on their budget work. He has been on Council for over 25 years and this budget is as good as any other he's seen. He congratulated not only management but all staff - saying that everyone is good at their work and they are much appreciated.

He noted that each household pays less than \$4.00 per week for garbage collection under the current contract and does not expect there would be any cost reduction by tendering. He also stated, in response to earlier comments made, that Argentia is 20% of the Town's budget.

Vote on Motion #16-310

(CARRIED 5:1 Mayor Power, Deputy Mayor Pearson, Councillors Nash, Greene, and Coombs voted in favour of the motion; Councillor Collins voted against the motion.)

MOTION TO APPROVE TAX STRUCTURE

As Chair of the Finance Committee Councillor Greene recommended that Council adopt the 2017 Tax Structure as presented.

Motion #16-311

Councillor Greene/Councillor Nash

Be it resolved that Council adopts the 2017 Tax Structure as presented.

Discussion on the Motion

Deputy Mayor Pearson pointed out that the new cost of call out for water shut-off will only be charged for planned/requested water shut-off. Residents and/or businesses requiring 'emergency' shut off will not be charged.

Mayor Power noted that the introduction of a vacant land tax fee is mandatory for all Councils by the Department of Municipal Affairs. Council has kept this to a minimum of \$150.00 to alleviate added burden to residents.

Vote on Motion #16-311

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

ADJOURNMENT

The meeting concluded at 8:55 p.m.

MAYOR WAYNE D. POWER

CHARLOTTE M. HICKEY, CAO

DATE



BUDGET 2017

PRESENTED BY: COUNCILLOR DAN
GREENE

FINANCE CHAIR

Introduction

Good evening Your Worship, fellow Councillors, Town staff and citizens. Tonight, as Chair of the Finance Committee, I am very pleased to present the 2017 Budget for the Town of Placentia.

Over the past few months Council has been working diligently with senior staff to prepare this budget, a process focused on finding the balance to ensure we continue our infrastructure investment while meeting the ever changing needs of our residents.

This year as part of the preparation process, we conducted pre-budget consultations with our residents. We wanted to hear from them directly on their views and ideas for the priorities of the upcoming year. We were very pleased with the input and extend a sincere thank you to all residents who took the time to provide feedback. The information received was used and considered as we prepared the 2017 Budget.

Highlights of 2016 Operations

2016 proved a challenging year for our Town, our province and our nation. The economic downturn saw organizations across all sectors reassess the economic environment to accommodate the current fiscal climate. This was felt in our community with the impact of the delayed Husky Project, Vale's exit from the Demo Plant in Argentina as well as the wind down of the construction project on Vale's site in Long Harbour.

However; residents of the Town of Placentia are resilient and proud people who have a proven record of managing challenges. In light of this reality, the 2017 Budget is designed to reinvest in our community by providing services and programs to our residents while committing to be prudent fiscal managers. We will adapt and change to ensure the Town continues to be a great place to Live, Grow, Visit & Invest.

Before getting into the details of our 2017 plan, I would like to highlight a few of the many significant accomplishments the Town has been able to achieve in 2016. These include:

- The Town has achieved better than normal collection rates. Collections in the Town are 98% on current balances and 56% on collection of taxes in arrears. This is an increase of 48% collection on overdue accounts.
- Management has sought and realized funding sources for projects. Council has consistently sourced funding to help our community become stronger. This past year we were successful in obtaining 2.37 million dollars in funding to improve our infrastructure which included:
 - 2 vertical turbine pumps for Jersey side pumphouse.
 - Replacement of the forcemain in Southeast and improvements to lift station.
 - 200 service line repairs for Dunville.
- Efforts continued to enhance synergies. The Town believes in working together to achieve the goals of the community. This past year we have effectively worked with and supported community and provincial groups that make our Town a better place to live. This was accomplished through:
 - Engaging various provincial ministers to visit the Town including Ministers Sherry Gambin-Walsh, Chris Mitchelmore and Al Hawkins and Premier Dwight Ball. Members of Parliament Hon. Judy Foote and Ken McDonald also visited our

municipality. Many officials from the Departments of Transportation and Works, Municipal Affairs, Environment & Conservation, ACOA and BTCRD were also engaged in our Town's work.

- Purchase of \$41,470 in equipment for the Southeast Playground in conjunction with the Southeast Playground group.
 - Dedication of Placentia Bay Veterans Cenotaph in the Legacy garden in conjunction with the Festival of Flags and Royal Canadian Legion.
 - The Town with the Royal Canadian Legion paid tribute to our fallen heroes at the Memorial Day ceremonies commemorating the 100th Anniversary of Beaumont Hamel and in their memory renamed Beach Road to Veterans Way.
 - The Town took part in the Atlantic Charter 75th Anniversary celebrations.
 - Council approved the motion to enter into a design/build to begin the process of the Placentia Regional Wellness Center construction in partnership with the Placentia Lion's Club.
 - A signed letter of intent with YMCA NL to explore the operation of the Placentia Regional Wellness Center.
 - Council continues to support and partner with other groups including the Recreation Commission, Placentia Rowing Club, The Placentia Area Chamber of Commerce, Port of Argentia, The Placentia Historical Society, PADA, CYN, PATH, Dunville Lion's Club, Freshwater Community Center, Star of the Sea Association as well as all affiliated auxiliary clubs. We all are working together to promote our Town's greatest assets.
- The Town encouraged land and business development. This year the Council approved:
 - A new subdivision plan for Southeast off Morrisey's Lane.
 - Finalized the contracts existing on Shaw's Lane allowing further development.

- Approved 13 new residential housing developments in the area.
 - Approved 10 business licenses in the area.
 - Continues to work with the developer of the Frecker Place subdivision as he moves forward with his subdivision in that area.
- Participation in community events was and continues to be a priority. The Town has always been active in our various community events and 2016 was no different, we took part and supported the:
 - Santa Claus Parade
 - Volunteer week
 - Mayor's March
 - Winter Carnival
 - Voices of Placentia Bay Festival
 - Opening of the new Sir Ambrose Shea Bridge

Budget 2017

It is on that note, Your Worship that I would like to shift our focus to our future plans to achieve our strategic objectives, and specifically the budgetary priorities for 2017. Tonight I am pleased to present the Town of Placentia's 2017 balanced budget of \$5,781,477.

Council has worked tirelessly with staff to reduce the 2017 Budget by \$222,776 in comparison to 2016. Council is pleased to say we were able to achieve this savings while maintaining our current residential mil rate of 6.2 and business rate of 9.0 which is the lowest in comparison to towns of our size. We are also continuing to offer a 10% discount on property tax paid before March 31st and June 30th for residents 65 and over.

In addition, we will be maintaining the water and sewer rates despite the increase in the amount the Town pays to maintain and upgrade this infrastructure.

Your Worship, we are able to provide a balanced budget despite increasing costs with no increase in mil rates and offer enhanced services to our residents. We are reducing waste and becoming more efficient. We have reduced rental and maintenance expenditures as well as debt servicing costs. We have reduced the consulting budget alone by \$40,000. These savings allow us to reallocate expenditures to areas that need enhancement.

One note, Your Worship, there are changes to the 2017 tax structure. We have added a vacant land minimum tax; this is as directed by Municipal Affairs. Council has set this at a low amount of \$150.00 to minimize impact to residents. We have added some "pay for service fees" to the tax structure as well. These are typical fees to bring us in line with other municipalities and will be charged for services provided by staff, for example after hours call out for non-emergency water shut off and new resident water and sewer hook-up fees.

In addition we have added a permit fee for wharves to allow Council to inventory these structures in the Town which is useful for when upgrades are required. One other fee we have implemented to help the beautification of our Town is a front landscaping deposit. This will be for new development permits and will be 100% refundable when they complete their landscaping to the front of their property. This will help ensure we continue to beautify our town.

Council's top priority is the single-source water system with a new treatment plant. We are working toward this goal this year by allocating 18% of our budget to capital infrastructure improvements. These improvements include the replacement of 200 service lines in Dunville.

In addition, this year we will be receiving a much needed and long sought after fire truck for our area. We plan to invest in enhancing our town's tourist draw by improving directional signage throughout the community and by making improvements to the Great Beach, allowing visitors to revel in our beauty and rich history.

The pool project that the Placentia Lion's Club has worked diligently on is progressing. This year the Town is ready to move forward with the Placentia Regional Wellness Centre upon final approvals from the Provincial Government. We are sourcing ways to enhance this project and make it an attraction for our residents to participate and improve their health and enjoy their community.

Council is also investing in services for our community. One area of enhanced services is communications. Council has heard residents' feedback regarding needed improvements in this area; therefore I am pleased to announce "Placentia Aware", a new notification system that will provide citizens with important information affecting the Town including emergency and non-emergency messaging. This will be a great asset to our area reaching all demographics within our community. In addition, the Town will be launching our very own smart phone app which will be another way to communicate to residents, tourists and visitors.

This past year the Town undertook a Recreation Master Plan study and received numerous recommendations regarding our program. One that was prevalent was to invest in offering year-round recreation and wellness programming to our community members. I am pleased to announce that we can undertake this recommendation this year and hire a Manager of Recreation and Community Programming. This will allow community members to improve their physical development and social awareness and thus we become a more unified, healthy community.

Budget 2017 also allows for our staff to have increases as per the Union contract agreement which is also reflected in an increase for management, firefighter honorarium and council remuneration at a rate of 4% increase.

Your Worship, just as we require staff to achieve the goals of Council delivering our programs and services, we also need other resources. As our fleet ages, there are increased repair costs. We have performed the cost analysis on this and as a result we will be replacing two vehicles. In addition, we will be purchasing a sander and a new backhoe for the Public Works Department, keeping our fleet in line to service our Town's residents.

In 2017 we plan to invest in improvements in our facilities, playgrounds and green spaces as well as roads. We are planning to install a solar powered speed sign on Prince William Drive as a part of a three year roll out of traffic calming initiatives.

Your Worship, the Town of Placentia remains a municipality that is enriched in history, has proud and involved residents and is a safe and beautiful place that we all are proud to call home. As a Council, we are committed to providing the best possible services and programs while ensuring responsible and transparent spending that will have long-term benefits for our Town and its residents. We have worked hard to achieve just that in Budget 2017.

Motions for Approval

Mr. Mayor and Fellow Councillors: I present the Budget for 2017 as prepared by your Finance Committee and town management for your consideration and approval.

MOTION TO APPROVE REMUNERATION

As Chair of the Finance Committee I now move the adoption of 2017 Remuneration as presented in the union contract and reflected in a 4% increase for Management, Firefighter honorarium and Council remuneration.

MOTION TO APPROVE BUDGET

As Chair of the Finance Committee I now move the adoption of 2017 Budget in the amount of \$5,781,477.

MOTION TO APPROVE TAX STRUCTURE

As Chair of the Finance Committee I now move the adoption of 2017 Tax Structure as presented.

Thank you.

Attachments

1. Budget 2017
2. Tax Structure 2017

2017 BUDGET SUMMARY

	2016 Budget	2017 Budget	% of Budget
Revenue			
Taxation	3,385,180	3,390,048	58.64%
Government Transfers	1,319,226	1,015,248	17.56%
Municipal Revenue	910,872	945,523	16.35%
Sales of Goods & Services	388,975	430,658	7.45%
	6,004,253	5,781,477	100.00%
Expenditures (By Function)			
General Government	958,785	953,212	16.49%
Protective Services	187,953	182,315	3.15%
Transportation	766,533	848,706	14.68%
Environmental Health	1,035,186	996,575	17.24%
Planning & Development	103,168	106,215	1.84%
Recreation	440,151	501,123	8.67%
Debt Services	1,152,355	1,133,590	19.61%
Capital	1,360,122	1,059,741	18.33%
	6,004,253	5,781,477	100.00%
Net Revenue (Expenditures)	0	0	0

REVENUE **BUDGET 2017**

	2016 Budget	2017 Budget	% of Budget
Taxation			
Property Tax Revenue - Residential	1,718,639	1,718,639	29.73%
Property Tax Revenue - Commercial	239,596	239,596	4.14%
Business Tax Revenue	685,848	690,207	11.94%
Water & Sewer Tax - Residential	591,012	591,012	10.22%
Water & Sewer Tax - Commercial	150,085	150,594	2.60%
	3,385,180	3,390,048	58.64%
Government Transfers			
Gas Tax Revenue	160,122	160,122	2.77%
Provincial Share of Debt	494,397	494,397	8.55%
Other Grants	517,443	167,443	2.90%
Grants in Lieu	147,264	193,286	3.34%
	1,319,226	1,015,248	17.56%
Municipal Revenues			
Licenses, Permits & Fees	53,510	50,500	0.87%
Investment Income	857,362	895,023	15.48%
	910,872	945,523	16.35%
Sale of Goods and Services			
Recreation	128,000	129,403	2.24%
Other Revenue Own Sources	260,975	301,255	5.21%
	388,975	430,658	7.45%
	6,004,253	5,781,477	100.00%

EXPENDITURES **BUDGET 2017**

	2016 Budget	2017 Budget	% of Budget
General Government			

General Administration	878,748	857,575	14.83%
Council Expenses	64,502	66,402	1.15%
Common Services	15,535	29,235	0.51%
	958,785	953,212	16.49%
Protective Services			
Fire Protection	123,934	116,690	2.02%
Municipal Enforcement	62,019	63,625	1.10%
Miscellaneous	2,000	2,000	0.03%
	187,953	182,315	3.15%
Transportation			
Vehicle Operation & Maintenance	68,000	74,511	1.29%
Roads & Streets etc	362,892	421,595	7.29%
Snow Removal	200,800	207,600	3.59%
Street Lighting	134,841	145,000	2.51%
	766,533	848,706	14.68%
Environmental Health			
Water Chlorination/ Supplies	465,652	473,558	8.19%
Garbage Collection	415,707	407,131	7.04%
Sewage Collection & Disposal	153,827	115,886	2.00%
	1,035,186	996,575	17.24%
Planning and Development			
Planning & Zoning	3,000	3,000	0.05%
Community Improvement & Development	38,369	38,369	0.66%
Regional Development/Tourism & Marketing	61,799	64,846	1.12%
	103,168	106,215	1.84%
Recreation			
Administration	74,284	133,757	2.31%
Facilities	307,367	310,866	5.38%
Parks, Playgrounds etc	37,500	35,000	0.61%
Programs , activities events	21,000	21,500	0.37%
	440,151	501,123	8.67%

EXPENDITURES			BUDGET 2017
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	2016 Budget	2017 Budget	% of Budget
Debt Services			
Town Share	1,085,987	1,067,222	18.46%
Provincial Share	66,368	66,368	1.15%
	1,152,355	1,133,590	19.61%
Capital			
Infrastructure	1,360,122	1,059,741	18.33%
Recreation	0	0	0.00%
	1,360,122	1,059,741	18.33%
	6,004,253	5,781,477	100.00%

Expenses

General Government	953,212	16.49%
Protective Services	182,315	3.15%
Transportation	848,706	14.68%
Environmental Health	996,575	17.24%
Planning & Development	106,215	1.84%
Recreation	501,123	8.67%
Debt Services	1,133,590	19.61%
Capital	1,059,741	18.33%
	5,781,477	100.00%

