

## MINUTES

A public meeting of the Placentia Council was held October 15, 2019 at the Town Hall with the following in attendance:

### Council

**Mayor:** Bernard S. Power

**Deputy Mayor:** Keith Pearson

**Councillors:** Noella Collins

Jane Hynes

Kay Smith

Jamilee Fitzpatrick

### Staff

Mary Greene, Manager of Finance; Acting CAO

Rhonda Power, Manager - Tourism, Marketing & Com

Adam Greene, Public Works Superintendent

Kathryn Smith, (Recording)

**Spectators:** Zero (0)

### Absent

Councillor Lorraine Collins-Power (Vacation)

Debbie Gear (Medical Leave)

---

Mayor Power called the meeting to order at 7:05 p.m.

### ADOPTION OF AGENDA

The agenda was circulated prior to the meeting.

#### **Motion #19-237**

**Councillor Fitzpatrick/Councillor Smith**

Be it resolved that the agenda for the Council meeting held October, 2019 is adopted. (CARRIED UNANIMOUSLY)

#### **Motion #19-238**

**Councillor Collins/Deputy Mayor Pearson**

Be it resolved that the minutes of September 16, 2019 are adopted as circulated. (CARRIED UNANIMOUSLY)

### ACTION SHEET FROM JULY MEETING

- The Public Work Superintendent has been requesting quotes for an Air Conditioning System repair/replacement for Town Hall/Cultural Building. Quotes for repair have been received; however, the cost to repair is equal to the purchase of a new unit. This is under further review.

### EXECUTIVE COMMITTEE REPORT

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

#### **Recommendations from the Committee Meeting**

The Executive Committee presented the following recommendations which were voted on by Council.



**Motion #19-239**

**Deputy Mayor Pearson/Councillor Fitzpatrick**

Be it resolved that the motion to approve Dunville Water Connection Phase 1, Change Order 1 in the amount of \$144,303.87 to Project no: 2018-020.2 to adjust contract total to include changes in units installed as well as engineering back charges as per SGC 2.0 is adopted. (CARRIED UNANIMOUSLY)

**Motion #19-240**

**Councillor Fitzpatrick/Councillor Smith**

Be it resolved that the motion to approve purchase of a legal survey to finalize transfer of title of the Point Verde Building and land to the Town of Placentia pursuant to clause 24 of the Offer to Purchase of the Building Lease Agreement is adopted. (CARRIED UNANIMOUSLY)

*The Point Verde building is the Salt Building that the Town has had a lease to purchase agreement with the Argentia Management Authority over the last 10 years. The lease to purchase agreement has been completed and it is now the Town's responsibility to complete the new survey for legal transfer of the building.*

**Motion #19-241**

**Councillor Fitzpatrick/Deputy Mayor Pearson**

Be it resolved that the motion to approve to apply for multi Year Capital Works funding for \$707,560 for Blivet Retrofit and Upgrades, \$552,300 for SCADA/Flow Meters and \$735,142 for Freshwater Sewer Outfalls is adopted. (CARRIED UNANIMOUSLY)

**FINANCE COMMITTEE REPORT**

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

The Finance Committee made the following recommendations:

**Motion #19-242**

**Councillor Smith/Councillor Hynes**

Be it resolved that the motion to approve the Accounts Payable Transaction Journal dated October 7, 2019 in the amount of \$39,203.88 is adopted. (CARRIED UNANIMOUSLY)

**Motion #19-243**

**Councillor Smith/Councillor Hynes**

Be it resolved that the motion to approve the Cheque Register for the Operating Account in the amount of \$398,685.70 for cheques numbered 027969 to 028058 is adopted. (CARRIED UNANIMOUSLY)

**Motion #19-244**

**Councillor Smith/Councillor Fitzpatrick**

Be it resolved the motion to approve the Special Accounts Cheque Register for the Month of October, 2019 is adopted. (CARRIED UNANIMOUSLY)

**Motion #19-245**

**Councillor Smith/Councillor Collins**

Be it resolved that the motion to approve the Visa statement expenditure for the period August 28 to September 27, 2019 in the amount of \$89.85 is adopted. (CARRIED UNANIMOUSLY)

*my* 

**Motion #19-246**

**Councillor Smith/Councillor Fitzpatrick**

Be it resolved that the motion to approve the payment of invoice #106965 from Jet Ice Limited in the amount of \$1,234.86 including HST is adopted. (CARRIED UNANIMOUSLY)

**Motion #19-247**

**Councillor Smith/Councillor Hynes**

Be it resolved that the motion to approve payment of invoice #16282/16289 from Power's Placentia Esso in the amount of \$1,459.83 for Vehicle Repairs and Commercial Inspection is adopted. (CARRIED UNANIMOUSLY)

*This was vehicle repairs and commercial inspection for a 1 tonne sanding truck*

**Motion #19-248**

**Councillor Smith/Councillor Hynes**

Be it resolved that the motion to approve payment #32042 from Everbridge in the amount of \$6,480 for annual renewal of the Placentia Aware Notification System from Community Engagement as budgeted is adopted. (CARRIED UNANIMOUSLY)

**Motion #19-249**

**Councillor Smith/Councillor Collins**

Be it resolved that the motion to approve a \$100 donation to the Trinity Placentia Health Foundation as per past practice is adopted. (CARRIED UNANIMOUSLY)

**Highlights from the Finance Report**

**Office Computers**

Computers in the Town Hall are outdated and need replacing. Quotes are being sought. Once purchased and installed, old computers will have their hard drives wiped clean and included in the Public Works list of disposable items for auction.

**PUBLIC WORKS & SAFETY COMMITTEE REPORT**

*(Councillor Lorraine Collins Power, Chair; Councillors Noella Collins; Resource Person - Public Works Superintendent. Absent: Deputy Mayor Keith Pearson due to other commitments)*

The Public Works Committee had twelve recommendations:

**Motion #19-250**

**Councillor Collins/Councillor Fitzpatrick**

Be it resolved that the motion to approve the application from Francine Bernier Dominion Signs to erect a sign at #61 Blockhouse Road is adopted. (CARRIED UNANIMOUSLY)

**Motion #19-251**

**Councillor Collins/Councillor Smith**

Be it resolved that the motion to approve the application from Jordan Tompkins to construct a residential extension at #11 Frecker Place is adopted. (CARRIED UNANIMOUSLY)



**Motion #19-252**

**Councillor Collins/Councillor Hynes**

Be it resolved the motion to approve the permit application from Michael Barnett to construct a patio at #195 Ferndale Road is adopted. (CARRIED UNANIMOUSLY)

**Motion #19-253**

**Councillor Collins/Councillor Hynes**

Be it resolved the motion to approve the application from Thomas H. Leonard to construct a fence at #10 Brook Road is adopted. (CARRIED UNANIMOUSLY)

**Motion #19-254**

**Councillor Collins/Deputy Mayor Pearson**

Be it resolved the motion to approve the application from Thomas H. Leonard to construct a shed at #10 Brook Road is adopted. (CARRIED UNANIMOUSLY)

**Motion #19-255**

**Councillor Collins/Deputy Mayor Pearson**

Be it resolved the motion to approve the application from Dorothy Yon to construct a shed at #5 Osbourne Street is adopted. (CARRIED UNANIMOUSLY)

**Motion #19-256**

**Councillor Collions/Deputy Mayor Pearson**

Be it resolved the motion to approve the application from Charlie Pittman to construct a shed at #11A Hartigan Street is adopted. (CARRIED UNANIMOUSLY)

**Motion #19-257**

**Councillor Collins/Councillor Hynes**

Be it resolved the motion to approve the application from Rondell Cline to construct a shed at #26 Brook Road is adopted. (CARRIED UNANIMOUSLY)

**Motion #19-258**

**Councillor Collins/Councillor Smith**

Be it resolved the motion to approve the application from RJG Construction to acquire a remediation permit in Argentia is adopted. (CARRIED UNANIMOUSLY)

*Public Works Superintendent declared conflict and left the meeting, PWS is related to the applicant.*

**Motion #19-259**

**Councillor Collins/Councillor Hynes**

Be it resolved the motion to approve the application from Patterson Crane Rentals Ltd. to acquire an occupancy permit at #18 Marquise Avenue is adopted. (CARRIED UNANIMOUSLY)

*Public Works Superintendent returned to the meeting.*

**Motion #19-260**

**Councillor Collins/Councillor Fitzpatrick**

Be it resolved the motion to approve the application from Masonic Lodge to acquire a vendor permit to sell tickets at the Placentia Mall is adopted. (CARRIED UNANIMOUSLY)

**Motion #19-261**

**Councillor Collins/Deputy Mayor Pearson**

Be it resolved the motion to approve in principle the application from G&M Family Farm at #28 Old Settlement Hill for commercial and other development pending an updated legal survey which includes the proper right of way and the residence and the business are separated is adopted. (CARRIED UNANIMOUSLY)

*Deputy Mayor Pearson stated he was absent from the Committee Meeting due to other commitments.*

**Highlights of the Public Works & Safety Meeting**

**Dunville Boil Order** is no longer in effect.

**Ferndale/Dunville Intersection Concern**

There has been an issue with speeding at the Ferndale/Dunville Intersection that Council is addressing.

**Mock Emergency Disaster**

Council would like training on Emergency Preparedness and will set a date to review the emergency plan and set up a mock disaster.

**CULTURE, TOURISM & BEAUTIFICATION COMMITTEE REPORT**

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

*Councillor Hynes declared conflict and left the room as this is a family relation.*

**Motion #19-262**

**Councillor Collins/Councilor Fitzpatrick**

Be it resolved the motion to approve to delegate #2 Orcan Drive (The Three Sisters building) a Municipal Heritage Structure in the Town of Placentia as outlined in the application is adopted. (CARRIED UNANIMOUSLY)

*Councillor Hynes returned to the meeting.*

**RECREATION COMMITTEE REPORT**

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

**Terms of Reference**

The new committee reviewed the Terms of Reference and discussed the structure and purpose of the Recreation Committee.

**Arena Opening**

There was a minor delay with the chiller, however, ice is completed and the Arena will be open as of tomorrow, Oct. 16<sup>th</sup>.

**Fitness Room Hours**

Now that the ice is complete, hours of the fitness room are from 8:30am – 10:00pm daily. The new hours will be advertised on social media by the Manager and anyone using the room is asked to sign the log book.

**Outside Stairway Access**

The Fire Chief reviewed materials being used to build the outside stairway at the Arena and determined that the stairway will be up to code once completed. The Manager will request the Fire Chief do a full inspection of the Arena before it opens to the public.

**6<sup>th</sup> Dressing Room** is completed.

**Canteen**

The tender for interest to operate the canteen at the arena was advertised on social media and the Town's website with a deadline of October 4<sup>th</sup>.

**Curling**

The curling club is planning on having their first bonspiel Oct. 19<sup>th</sup>.

**Figure Skating**

The Figure Skating Club, in accordance with Minor Hockey, has changed their schedule to Thursday from 4:30- 7:00pm and Sunday from 12:00 - 4:00pm.

**Splash Pad**

The Manager stated that ground work for the site has begun. The project is expected to be completed during the fall season.

**Recreation Advisory Committee**

The Committee will be having their first meeting October 2<sup>nd</sup>.

**Fall Focus**

Committee has discussed the idea of an outdoor track and possible locations have been discussed. The idea of creating a "Hall of Fame" was also discussed. Both of these projects will hopefully be completed over the next few years.

**Senior Guitar Group Social**

Committee discussed the idea of hosting a senior's social once a month in different areas of the Town to give those that are not accessible the opportunity to take part. Entertainment will be the guitar group and refreshments will be provided by the Town. The Manager will approach the guitar group and community centers for interest.

Councillor Fitzpatrick stated that various months of the year are dedicated to physical activities; however, the Committee should consider focusing on mental and social health as well.

Councillor Hynes stated that the local Running Group is having a youth event prior to the Trunk or Treat on Oct. 27<sup>th</sup>. It's a walk/run event for kids to wear costumes and gets treats on the way. The event has been advertised on social media.

**COMMUNITY ENGAGEMENT AND COMMUNICATIONS**

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

**Budget Comparison**

Budgeted items for 2020 are being discussed.



### **Mayors March for Heart & Stroke Report**

Took place September 19<sup>th</sup> at the Town Square. There was a good turnout however; residents and businesses can still make a donation to the Heart & Stroke Foundation through the Town.

### **Municipal Minute**

The Municipal Minute will continue to be produced monthly. It is now available at Tim Horton's, Harold's Hotel and doctor's offices, the Town Hall or online.

### **Action items and ongoing work of the Committee includes:**

- Public Engagement Sessions
- Monitoring system for internet and social media-alternative and prices for decision making
- Review marketing plan for TOP and strategies & budget.
- Review stats from Twitter and Facebook and develop communication strategy.

### **ECONOMIC DEVELOPMENT**

*(Councillor Jamilee Fitzpatrick, Chair; Councillor Noella Collins and Councillor Lorraine Collins-Power; Resource Person - CAO)*

#### **Motion #19-263**

#### **Councillor Fitzpatrick/Councillor Hynes**

Committee recommends that the wording is changed in the Terms of Reference in the Membership section eliminating the phrase "*one of whom shall be the Deputy Mayor*" to read "*The Economic Development Committee shall comprise of up to three Councillors.*"

Committee recommends that the wording be changed in the Terms of Reference in the Membership section from "*The Chair of the Committee may recruit additional members up to the maximum permitted*" to read "*The Chair of the Committee may recruit additional members as needed.*"

Committee recommends eliminating article "d" of the Mandate section of the Terms of Reference which reads "*Seek out information on land-use planning.*"

Committee recommends that the wording is changed in article "f" in the Mandate section of the Terms of Reference to read "*Implementing strategies from the Town's marketing strategy and development plan.*" (CARRIED UNANIMOUSLY)

#### **Correspondence from T O'Keefe**

Committee reviewed correspondence received from Tom O'Keefe regarding technology sectors. It was decided to revisit this topic when the CAO position is filled when Committee will be able to solicit and work more with individuals within the municipality around economic development.

#### **Budget**

There were some preliminary discussions around budget.

Councillor Fitzpatrick stated the Committee has had extensive conversation about the number of resources available in the Town from the Port of Argentinia, The Chamber, Freshwater Community



Centre, the Star hall as well as other businesses and funding agencies in town including the Government Department of TCII and ACOA, just to name a few. The Committee looks forward to working with all.

**COUNCILLORS' CONCERNS/COMMENTS**

- Councillors expressed that they are enjoying the new committee structures.
- It's good to see so many permit applications as it means that residents are improving their properties.
- With Halloween approaching, residents are asked to be cautious of kids trick-or-treating. Parents are asked to get a reflector for children that are out in the dark. The Fire Department will be out patrolling. Councillors' wished everyone a safe and fun night of trick-or-treating.
- Wayfinding signage is getting completed around town and is looking good.
- Congratulations were extended to Brooke Lannon who was a part of team Newfoundland and Labrador who was in Nova Scotia and won the silver medal in the Atlantic Cup Challenge, which is a huge accomplishment for Team NL as it's a very competitive tournament.
- Deputy Mayor Pearson thanked the Public Works Committee, Chair, Resource Person and workers for all the hard work over the past two years and is looking forward to the Committee's continued success for the next two years.
- Fire Prevention Week was a great success. The Mayor visited the Fire Hall and it was great to see the good turnout. Councillors congratulated Chief Power and the fire department for the fire prevention awareness efforts.

**Motion #19-264**

**Deputy Mayor Pearson/Councillor Fitzpatrick**

Be it resolved the motion to approve Grandma's Kitchen as the operator of the canteen at the Arena is adopted. (CARRIED UNANIMOUSLY)

**ADJOURNMENT**

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

**Motion #19-265**

**Councillor Fitzpatrick/Councillor Hynes**

Be it resolved that the motion to adjourn the meeting at 7:45 p.m. is adopted. (CARRIED UNANIMOUSLY)



**BERNARD S. POWER, MAYOR**



**MARY GREENE, CAO(A)**

*November 19, 2019*

**DATE**