



## MINUTES

A public meeting of the Placentia Council was held November 19, 2019 at the Town Hall with the following in attendance:

### Council

**Mayor:** Bernard S. Power

**Deputy Mayor:** Keith Pearson  
Com.

**Councillors:** Noella Collins  
Lorraine Collins-Power  
Jane Hynes  
Kay Smith

### Staff

Mary Greene, Manager of Finance; Acting CAO

Rhonda Power, Manager - Tourism, Marketing &

Adam Greene, Public Works Superintendent

Debbie Gear, Executive Assistant (Recording)

Spectators: -0-

### **Absent: Councillor Fitzpatrick (Work)**

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Mayor Power called the meeting to order at 7:10 p.m.

### **Welcome Back**

Mayor Power acknowledged the welcome return to work of the Executive Assistant , Debbie Gear.

### **Congratulations**

St. Anne's Sodality reached their 60<sup>th</sup> anniversary on October 29th but celebrations were cancelled at that time due to the loss of one of their very prominent members, Mrs. Rosemarie Barry. On behalf of Council, Mayor Power offered condolences to the Barry Family and Rosemarie's friends in her church group. Council offered congratulations to the 29 members of the Sodality on reaching this milestone and expressed appreciation for the work the Sodality does in the community.

The Dunville Women's Institute has been very prominent in this community for many years and Council offered congratulations on their Golden Anniversary. Council also acknowledge the group for the support they lend during events here at the Arts Centre and certainly throughout the entire municipality. Our community is a better place thanks to their volunteering.

Congratulations were offered to the Laval Boys Softball team in recently winning the 3A provincial Softball Championships.

Mayor Power recognized Jacob Ryan for finishing first in his age category at the recent Cross Country Annual Harvest Run in Carbonear; congratulations were extended on behalf of Council.

Members of the 2558 Canadian Cadet Corp took part in a Biathlon Championship in St. Johns last Sunday. Two local representatives - CWO Ralph and Corporal Gorman placed first in their

respective divisions. This earns them a placement at a future competition taking place in Corner Brook in January of next year. Council extends congratulations to both.

Congratulations were extended to Ms. Ann Whelan on being awarded the Humanitarian Award 2019 from the Canadian Red Cross.

Congratulations to Dr. Anthony Rockel on his lifetime membership into the College of Family Medicine. Thank you Dr. Rockel for your continuing valued service to the residents of Placentia.

Mayor Kelly Nash-Power of Branch was the recipient of the first MNL Women's Achievement Award at the MNL Convention this month. This was to recognize exceptional leadership approaches within her municipality. Congratulations are extended to Mayor Nash-Power on this award.

### **ADOPTION OF AGENDA**

The agenda was circulated prior to the meeting.

#### **Motion #19-266**

#### **Councillor Collins/Councillor Smith**

Be it resolved that the agenda for the Council meeting of November 19, 2019 is adopted.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

### **MINUTES OF THE MEETING of October 19, 2019**

The minutes of the meeting of October 19, 2019 were circulated prior to the meeting. There were no errors or omissions noted.

#### **Motion #19-267**

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

Be it resolved that the minutes of October 19, 2019 are adopted as circulated.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

### **ACTION SHEET**

The Wellness Centre project is moving forward; the RFP will be issued in the near future.

Residents with dilapidated properties have been contacted; this is an ongoing process to ensure properties are suitably maintained as part of the Town's beautification effort.

Collection efforts will continue; residents with outstanding accounts are urged to discuss a suitable payment arrangement with the accounting staff to avoid further action.

### **EXECUTIVE COMMITTEE REPORT**

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

The Executive Committee made the following recommendations:

#### **Motion #19-268**

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

Be it resolved that the motion to approve the award of the tender for the Lawton's Lift Station Repair to the lowest bidder, RODCO at a cost

of \$101,654.30 plus HST which includes construction (\$89,160.65 and engineering \$12,493.65) is adopted.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

**Motion # 19-269**

**Councillor Hynes/Councillor Collins**

Be it resolved that the motion to approve the annual Equipment Rental Standing Offer as reviewed by management and the Executive Committee is adopted.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

**Motion # 19-270**

**Councillor Smith/Councillor Hynes**

Be it resolved that the motion to approve the adjustment of \$750.00 to Labrador Island Link crediting for reduction of 6 acres of leased space in Argentia is adopted; notification received November 13, 2019 credit applied is for 1.5 months.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

**Update - Filling of Staffing Positions**

The selection of candidates for interview is going through the normal process; the consultant is screening, conducting phone interviews and will conduct in-person interviews before a recommendation on hiring is made for Council's consideration.

The Public Works Foreman's position is going through a similar hiring process with intent to fill the job as soon as possible.

**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 #19-271**

**Councillor Smith/Councillor Collins-Power**

Be it resolved that the motion to approve the Accounts Payable Transaction Journal dated November 8, 2019 in the amount of \$44,489.86 is adopted.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

**Motion #19-272**

**Councillor Smith/Councillor Hynes**

Be it resolved that the motion to approve the General Accounts Cheque Register dated November 8, 2019 in the amount of \$298,040.86 for cheques numbered 028059 to 028116 is adopted.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

**Motion #19-273**

**Councillor Smith/Councillor Collins**

Be it resolved that the motion to approve the Special Accounts Cheque Register for the month of November 2019 is adopted.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

- Motion #19-274**                      **Councillor Smith/Councillor Collins-Power**  
Be it resolved that the motion to approve the Visa statement for the period September 28 to October 28, 2019 in the amount of \$1,682.36 is adopted.  
**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**
- Motion #19-275**                      **Councillor Smith/Councillor Hynes**  
Be it resolved that the motion to approve the payment of invoice #BK0002511 from Annex Publishing and Printing Inc. in the amount of \$1,427.18 is approved.  
**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**
- Motion #19-276**                      **Councillor Smith/Councillor Hynes**  
Be it resolved that the motion to approve payment of invoice #2019-17 from LW Consulting in the amount of 3,672.00 for consulting services is approved.  
**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**
- Motion #19-277**                      **Councillor Smith/Deputy Mayor Pearson**  
Be it resolved that the motion to approve the payment of invoice # 405 from Manning Bradbury in the amount of \$9,683.00 is adopted.  
**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**
- Motion #19-278**                      **Councillor Smith/Deputy Mayor Pearson**  
Be it resolved that the motion to approve the payment of Invoice #58824 from Parkland Fuel Corporation in the amount of \$1,212.31 for arena furnace oil is adopted.  
**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**
- Motion #19-279**                      **Councillor Smith/Councillor Hynes**  
Be it resolved that the motion to approve payment of invoice #201915215 from Procom Data Services Inc. in the amount of \$6,828.25 for accounting services and support for the period January 1 to December 31, 2020 is adopted.  
**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**
- Motion #19-280**                      **Councillor Smith/Councillor Collins-Power**  
Be it resolved that the motion to approve the award of the tender for the fire hall siding repairs to Skyline Contracting is adopted. Tender amount is \$2,875.00.  
**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**
- Motion #19-281**                      **Councillor Smith/Councillor Hynes**  
Be it resolved that the motion to award the tender for purchase of a truck from Terra Nova Motors in the amount of \$41,398.85 is adopted.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

**Motion #19-282**

**Councillor Smith/Councillor Collins Power**

Be it resolved that the motion to approve the award of the tender to Infotech Systems Corp. for replacement of 5 computers at a cost of \$6,881.20 is adopted.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

**Motion #19-283**

**Councillor Smith/Councillor Collins**

Be it resolved that the motion to purchase three storage cabinets from Staples in the amount of \$2,101.02 is adopted. Units to be used at the Town Hall administrative offices.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

**Motion #19-284**

**Councillor Smith/Councillor Hynes**

Be it resolved that the motion to approve a one-time interest adjustment to account #MURRM005 in the amount of \$964.80 is adopted; the account is paid in full.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

**Motion #19-285**

**Councillor Smith/Councillor Hynes**

Be it resolved that the motion to approve a one-time interest adjustment to account #TRAVA003 in the amount of \$133.33 is adopted; the account is paid in full.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

**Motion #19-286**

**Councillor Smith/Councillor Collins**

Be it resolved that the motion to approve a one-time interest adjustment for account # GRIFM010 in the amount of \$201.82 is adopted; the account is paid in full.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

**Motion #19-287**

**Councillor Smith/Councillor Hynes**

Be it resolved that the motion to make an adjustment of \$22.67 to the Star of the Sea for discontinuation of signage advertising at Unity PARC is adopted.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

**Motion #19-288**

**Councillor Smith/Councillor Hynes**

Be it resolved that the motion to approve the Town of Placentia Tax Recovery Plan dated December 31, 2018 is adopted.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

**Motion #19-289**

**Councillor Smith/Councillor Collins-Power**

Be it resolved that the motion to approve the 2018 Audited Financial Statements as prepared by Byron Smith Chartered Accountant is adopted.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

**Motion #19-290**

**Councillor Smith/Councillor Collins-Power**

Be it resolved that the motion to approve payment of \$1,548.00 plus HST to APP Promotions for renewal of the Town App contract is approved.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

**Motion #19-291**

**Councillor Smith/Councillor Hynes**

Be it resolved that the motion to donate one (1) hour ice time to the Laval Hockey Team as part of their fundraising effort for a team travelling to Toronto in December is adopted.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

Town Staff will be preparing a list of surplus equipment to determine if a sale would be in order.

**PUBLIC WORKS & SAFETY COMMITTEE REPORT**

*(Councillor Collins-Power, Chair, Councillor Collins and Deputy Mayor Keith Pearson; Resource Person - Public Works Superintendent)*

The Public Works and Safety Committee recommended the following:

**Motion #19-292**

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

Be it resolved that the motion to approve Dennis Leonard's application to construct a shed at #148 Freshwater Crescent is adopted.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

**Motion #19-293**

**Councillor Collins-Power/Councillor Collins**

Be it resolved that the motion to approve Corey Skinner's application to construct a shed at #29 Frecker Place is adopted.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

*Councillor Collins-Power declared conflict due to family connection on the following motion and left the meeting .*

**Motion #19-294**

**Deputy Mayor Pearson/Councillor Smith**

Be it resolved that the motion to approve Patrick Power's application to construct a shed at #24 Harbour Drive is adopted.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

*Councillor Collins-Power returned to the meeting.*

**Motion #19-295**

**Councillor Collins-Power/Councillor Collins**

Be it resolved that the motion to approve Berkley Mulrooney's application to construct a shed at #217 Ferndale Road is adopted.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

**Motion #19-296**

**Councillor Collins-Power/Councillor Smith**

Be it resolved that the motion to approve Domnic O'Reilly's application to construct a shed at #76 Freshwater Crescent is adopted pending receipt of ownership documents.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

**Motion #19-297**

**Councillor Collins Power/Councillor Hynes**

Be it resolved that the motion to approve Dennis Gorman's application to construct a shed at #50 Lake's Road is adopted.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

**Motion #19-298**

**Councillor Collins Power/Deputy Mayor Pearson**

Be it resolved that the motion to approve Shawn Wakeham's application to construct a shed at #28 New Settlement Hill is adopted pending confirmation that the 5' rear boundary requirement will be met.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

**Motion #19-299**

**Councillor Collins-Power/Councillor Smith**

Be it resolved that the motion to approve Universal Construction's application to construct a new residence at #13 P4 Place is adopted.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

**Motion #19-300**

**Councillor Collins-Power/Councillor Smith**

Be it resolved that the motion to approve Cowan's Optical's application for an occupancy permit at #61 Blockhouse Road is adopted.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

**Motion #19-301**

**Councillor Collins-Power/Councillor Hynes**

Be it resolved that the motion to approve Kim Kerrivan's application for a vendor permit for fundraising at Placentia Mall is adopted.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

**Motion #19-302**

**Councillor Collins-Power/Councillor Collins**

Be it resolved that the motion to approve St. Anne's Sodality's application for a vendor permit for fundraising at Placentia Mall is adopted.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

**Motion #19-303**

**Councillor Collins-Power/Councillor Smith**

Be it resolved that the motion to approve the David O'Reilly's application to construct a new residence at #226 Shaw's Lane is adopted.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

### **Permits Not Approved/Deferred**

*Deputy Mayor Pearson declared conflict during committee discussions on the next application during committee review as adjacent land is owned by a member of his family.*

An application from Colin Lilly to construct a boathouse on Crown land on Lake's Road was denied due to future municipal development plans.

*Councillor Collins-Power declared conflict during committee discussions on the next application due to family relation.*

An application from John Power to construct a shed on #39 Harbour Drive was rejected; the application does not meet regulations - there is no primary building, it does not meet code and does not comply with setbacks required under the Municipal Plan.

Coombs Funeral Home's application to construct a step/stairs at #135-137 Veterans Way was deferred. This will be discussed further if and when Government Service approval or exemption is received.

### **Other**

Public Works staff are asked to ensure that the wave wall flaps are replaced on Orcan Drive, starting in the areas most affected by flooding, i.e. near the post office.

Staff are preparing a funding application for funding for the Fire Department to aid in prevention/protection planning.

### **CULTURE & TOURISM COMMITTEE REPORT**

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

The Culture and Tourism Committee recommended that Council approve the following changes to their Committee's Terms of Reference.

#### **Motion #19-304**

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

Be resolved that the motion to amend the Terms of Reference for the Culuture and Tourism Committee is adopted as follows:

- a) that the name be changed from Culture and Tourism Committee to Culture, Tourism and Beautification Committee;*
- b) that the word 'business' be removed from section 4a of the document;*  
*and*
- c) that the phrase 'identify, develop and pursue beautification to the Town' be added to the mandate.*

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

Residents were reminded that information on upcoming events throughout the municipality is available on the Town's website as provided to the manager .

New wayfinding signage has been installed in the municipality.



The disposition of St. Luke's Anglican Church remains uncertain. The Committee is reaching out to church officials for information.

The Chair of the committee noted that there has been some vandalism to municipal property and advised the general public that offenders will be prosecuted.

The Town's beautification efforts are ongoing; the committee was asked to resurrect discussions on an 'Adopt a Spot' program. Councillor Collins noted the effort of some residents who are to be commended for taking the initiative to clean up in front of their boundaries or shovel out hydrants near their property, etc.

### **RECREATION COMMITTEE REPORT**

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

Usage of the fitness room at PARC has been monitored, on average 18 people a day use the facility.

Number 6 dressing room is completed and was used this past weekend; there was a notable improvement during the recent tournament.

Canteen operations are active at the arena with Grandma's Kitchen providing the service.

Carbon Monoxide detectors will be installed as part of the new budget process.

The committee is researching the benefits of mandatory helmets as opposed to halos. Following comprehensive research and information gathering from other facilities and Recreation NL, a recommendation will be forthcoming. The Committee was reminded that insurance requirements should be a key factor in their deliberations.

Placentia Area Development Association (PADA) was commended for the cooperation, hard work and dedication during the 2019 Summer Recreation Program. Council was most impressed with the detailed report provided and thanks PADA for their efforts.

A community Activity Guide has been prepared by the Recreation Advisory Committee; Council's Engagement Committee will assist with getting the information to the public.

### **COMMUNITY ENGAGEMENT AND COMMUNICATIONS**

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

Public Engagement Sessions will continue to be held at the Arts Centre, funding for these events will be allocated in the next budget.

The Committee will be reviewing the monitoring systems for the Town's internet and social media sites to ensure that information is going to the proper platform(s) to provide efficient and effective communications.

Council is pleased to note that the Municipal Minute is more visible and available in the community.

## **ECONOMIC COMMITTEE REPORT**

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

When hired, the new CAO will represent the Town on the Economic Developers Association of Newfoundland and Labrador and attend the upcoming conference in 2020.

Building partnerships and economic development in our community will be a key focus for the CAO.

## **COUNCILLORS' CONCERNS/COMMENTS**

Mayor Power received a thank you note for the Town's participation in Jake's Show and Shine. Congratulations was extended to the group on their successful event.

Councillors reminded the general public to be connected Placentia Aware to ensure receipt of up to date information from the Town. Further details on how to register can be obtained from Town staff at 227-2151.

The public is reminded to be aware of sudden changes in temperature and to be ready for winter.

Remembrance Day Celebrations were attended by Councillor Smith who commended both schools on their commemoration events.

The PATH group will present their play "the Grinch" in the Arts Centre on November 27, 28 and 29.

The Chamber of Commerce held their annual general meeting on November 3, 2019, congratulations was extended to the new executive.

Residents are encouraged to register under Engage NL and voice their concerns with provincial road conditions through the Town of Placentia. Engage NL also has opened a portal for input on the minimum wage increase and the concern with dementia throughout the province.

National Home Safety Week begins November 24, 2019. With the holiday season fast approaching, residents are encouraged to be safety conscious when installing christmas trees/lights etc.

Budget deliberations are underway, public input will be sought through social media advisories. Committees are identifying past practices and new ideas to ensure efficient spending and cost savings in all departments.

Contractors and all interested parties are advised that the Town will advertise any Request for Quotes, Proposals and/or Tenders on the Town's website [www.placentia.ca](http://www.placentia.ca). Interested parties should visit the site on a regular basis for details on pending projects.

The Placentia Lions Happy Tree opening takes place in Placentia Mall at 1:30 on November 23.

The Town of Placentia's Light Up the Square Christmas Tree Lighting takes place in the Town Square on December 2; Rum Ragged will hold a Christmas Concert in Sacred Heart Church that same evening. The Dunville Lions Club/Town of Placentia Annual Santa Claus Parade takes place December 7th. There are two more Farmer's Markets to be held before Christmas, live music will be offered at these events. Details of events can be found on the Town's web site or by calling the Town office.

**ADJOURNMENT**

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

**Motion #19-305**

**Councillor Collins/Councillor Collins Power**

Be it resolved that the motion to adjourn the meeting at 8:10 p.m. was adopted.

**CARRIED: UNANIMOUS (6 OF 7 voted, Councillor Fitzpatrick absent)**

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**BERNARD S. POWER, MAYOR**

\_\_\_\_\_  
**MARY GREENE, CAO(A)**

\_\_\_\_\_  
**DATE**