



## MINUTES

A public meeting of the Placentia Council was held May 18, 2021 via zoom teleconference:

### Council

**Mayor:** Bernard S. Power  
**Deputy Mayor:** Keith Pearson  
**Councillors:** Jamilee Fitzpatrick  
Kay Smith  
Jane Hynes  
Noella Collins

### Staff

Robert Beaupertuis, CAO  
Mary Greene, Manager of Finance  
Rhonda Power, Mgr. Tourism, Marketing & Hospitality  
Adam Greene, Public Works Superintendent  
Kathryn Smith, Executive Assistant, Recording

**Absent:** Councillor Lorraine Collins-Power (Personal)  
Debbie Gear (Medical Leave)

**Spectators:** Zero (0)

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Mayor Power called the meeting to order at 7:50 p.m.

## HOUSEKEEPING

The Town signed a proclamation to recognize May as Tourism Awareness Month. Tourism is a contributing factor to the economic and social viability of the province and our town. The hard work of individuals in the tourism sector contribute to the strong and vibrant tourism products that ensure our province and town is a destination of choice. We encourage residents to stay home and explore the vast history, heritage, culture, and beautiful landscape our province has to offer.

Municipalities Newfoundland and Labrador partnered with the Department of Municipal Affairs and the Professional Municipal Administrators to proclaim May 17 as Municipal Awareness Day. "More than seventeen hundred municipal councillors and hundreds of dedicated staff work hard to provide services, programs, and governance to 275 municipalities across our province. With the COVID-19 pandemic, 2020 and 2021 have been particularly challenging. Municipal councils and staff continue to show tremendous leadership in their efforts to keep communities safe and informed." Thanks to all councillors and staff throughout the province, for your hard work and dedication.

Marine Atlantic announced a delayed start of the Argentia service. Due to the current covid-19 changes, the service that was originally scheduled to commence on June 16 has been pushed forward to July 4. Council will continue lobbying efforts to ensure Marine Atlantic continues its commitment to the Argentia workers and understands the impacts to Placentia and surrounding areas.

Two handwritten signatures in blue ink are visible at the bottom right of the page. The first signature is a stylized 'R' and the second is a stylized 'S'.

Businesses are reminded to apply for the Business Tax Incentive Program. The policy and application are on the Town's website at [placentia.ca](http://placentia.ca). If you have any questions or require further information you can call our CAO, Rob Beaupertuis at 227-2151.

Residents are reminded that Bulk Collection Day is May 31<sup>st</sup>. Information can be found on the Town's website, facebook page or you can call the office if you have inquiries at 227-2151. Residents are asked to have bulk items at curbside by 7 am.

Clean-up Crews are now out and about beautifying the town. Please be cautious of workers on the streets or using the mulching machine. It is disheartening to see that many continue to choose to litter. Thanks again to the positive actions of those that assist and help keep to the town clean. Council and staff will continue efforts to see a cleaner town.

Council extends gratitude to the Executive Team of Seafair Capital for cleaning up our beach last Wednesday. We appreciate your contribution to the beautification of our town, thank you.

Covid-19 vaccination clinics are now open to residents 12 and over. To register please visit, *Get the Shot – COVID-19 Vaccine*. If there are no appointments available, please check back as more appointments will be added as more vaccines become available.

#### **ADOPTION OF AGENDA**

The agenda was circulated prior to the meeting.

#### **Motion #21-127**

**Councillor Hynes/Councillor Collins**

Be it resolved that the agenda for the Council meeting held May 18, 2021 is adopted. (CARRIED UNANIMOUS)

#### **Motion #21-128**

**Councillor Fitzpatrick/Councillor Hynes**

Be it resolved that the minutes of April 20, 2021 are adopted as circulated. (CARRIED UNANIMOUS)

#### **EXECUTIVE COMMITTEE REPORT**

*(Mayor Bernard Power, Chair; Deputy Mayor Keith Pearson, Councillor Kay Smith; Resource Person –CAO; Mgr. of Finance)*

The Executive Committee had the following recommendations:

#### **Motion #21-129**

**Councillor Collins/Councillor Hynes**

Be it resolved that the motion to approve that the Town request permission from the Minister of Municipal and Provincial Affairs to exercise the option under Section 54 of the Municipal Elections Act to authorize residents to vote by mail in the 2021 Municipal Election is adopted. (CARRIED UNANIMOUS)



**Motion #21-130**

**Councillor Smith/Councillor Collins**

Be it resolved that the motion for Council to enter into agreement with the Provincial Government for Multi-Year Capital Works – 3 Year allocation for 2020-2023 of provincial funding in the amount of \$1,000,145 is adopted. (CARRIED UNANIMOUS)

**FINANCE COMMITTEE REPORT**

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

The Finance Committee had the following recommendations:

**Motion #21-131**

**Councillor Smith/Councillor Hynes**

Be it resolved that the motion to approve payment of invoice from Aylwards in the amount of \$1,961.90 for change rooms at the splashpad site is adopted. (CARRIED UNANIMOUS)

**Motion #21-132**

**Councillor Smith/Councillor Fitzpatrick**

Be it resolved that the motion to approve payment of invoice from Aylwards in the amount of \$1,369.55 for construction of bus shelters is adopted. (CARRIED UNANIMOUS)

**Motion #21-133**

**Councillor Smith/Councillor Collins**

Be it resolved that the motion to approve payment of invoice from Crane Supply in the amount of \$1,012 for water system repairs is adopted. (CARRIED UNANIMOUS)

**Motion #21-134**

**Councillor Smith/Councillor Hynes**

Be it resolved that the motion to approve payment of invoice from Eastchem (NL) Inc in the amount of \$1,428.30 for water treatment supplies is adopted. (CARRIED UNANIMOUS)

**Motion #21-135**

**Councillor Smith/Councillor Hynes**

Be it resolved that the motion to approve payment of invoice from Edison Security Services in the amount of \$1,702 for Firehall lock is adopted. (CARRIED UNANIMOUS)

**Motion #21-136**

**Councillor Smith/Councillor Collins**

Be it resolved that the motion to approve payment of invoice from Flow IT Advanced Solutions in the amount of \$1,035 for yearly subscription of Fire Shield Records Management is adopted. (CARRIED UNANIMOUS)



**Motion #21-137**

**Councillor Smith/Councillor Collins**

Be it resolved that the motion to approve payment of invoice from Mount Carmel Building Supplies Ltd. in the amount of \$2,309.80 for construction of bus shelter is adopted. (CARRIED UNANIMOUS)

**Motion #21-138**

**Councillor Smith/Councillor Hynes**

Be it resolved that the motion to approve payment of invoice from Newhook's Transportation 1982 Ltd. in the amount of \$1,207.50 for delivery of water supplies is adopted. (CARRIED UNANIMOUS)

**Motion #21-139**

**Councillor Smith/Councillor Collins**

Be it resolved that the motion to approve the Remaining Accounts Payable Transaction Journal dated May 7, 2021 in the amount of \$7,342.33 is adopted. (CARRIED UNANIMOUS)

**Motion #21-140**

**Councillor Smith/Councillor Collins**

Be it resolved that the motion to approve the Cheque Register for the Operating Account in the amount of \$474,056.33 for cheques numbered 029364 to 029402 is adopted. (CARRIED UNANIMOUS)

**Motion #21-141**

**Councillor Smith/Councillor Fitzpatrick**

Be it resolved that the motion to approve the Cheque Register for the Special Accounts in the amount of \$324,542.15 is adopted. (CARRIED UNANIMOUS)

**Motion #21-142**

**Councillor Smith/Councillor Collins**

Be it resolved that the motion to approve the Visa statement dated March 30 to April 27, 2021 in the amount of \$739.44 is adopted. (CARRIED UNANIMOUS)

**Motion #21-143**

**Councillor Smith/Councillor Hynes**

Be it resolved that the motion to approve a property & water/sewer tax adjustment to account #ENNIA001 in the amount of \$854.42, as the house was destroyed by fire on January 11, 2021 is adopted. (CARRIED UNANIMOUS)

**Motion #21-144**

**Councillor Smith/Councillor Hynes**

Be it resolved that the motion to approve adjustment to account #FLYNJ003 for property located at #9 Battery Road in the amount of \$380 for water and sewer tax on unoccupied land with only an accessory structure. The vacant water and sewer tax of \$100 will be applied to the account. A credit in the amount

of \$280 to reflect correction for 2020 taxes will be applied is adopted. (CARRIED UNANIMOUS)

**Motion #21-145**

**Councillor Smith/Councillor Fitzpatrick**

Be it resolved that the motion to approve quote from Community Engagement and Communications Committee in the amount of \$5,207.25 including HST to purchase promotional swag items as budgeted is adopted. (CARRIED UNANIMOUS)

**Motion #21-146**

**Councillor Smith/Councillor Collins**

Be it resolved that the motion to approve quote from Hickey's Greenhouse in the amount of \$580 to purchase 4 hanging baskets and 3 barrels for the Town Hall as budgeted is adopted. (CARRIED UNANIMOUS)

**Motion #21-147**

**Councillor Smith/Councillor Collins**

Be it resolved that the motion to approve quote from Hickey's Greenhouse in the amount of \$765 for beautification of planters at the entrance to the town of Dunville, Freshwater and Seven Islands as budgeted is adopted. (CARRIED UNANIMOUS)

**Motion #21-148**

**Councillor Smith/Councillor Fitzpatrick**

Be it resolved that the motion to approve quote from D. Peters Bronze & Brass in the amount of \$4,635 plus HST to purchase 30 cast bronze plaques for the Economic Development Business Incentive as budgeted is adopted. (CARRIED UNANIMOUS)

**Motion #21-149**

**Councillor Smith/Councillor Hynes**

Be it resolved that the motion to approve invoice from Stewart McKelvey in the amount of \$12,952.71 for legal consulting services is adopted. (CARRIED UNANIMOUS)

**Motion #21-150**

**Councillor Smith/Deputy Mayor Pearson**

Be it resolved that the motion to approve quote from Rebuilt Pumps & Motors Ltd. in the amount of \$10,900 plus HST for lift station pump repairs is adopted. (CARRIED UNANIMOUS)

**Motion #21-151**

**Councillor Smith/Councillor Hynes**

Be it resolved that the motion to approve the purchase of ice control materials at a cost of \$19,480 plus HST from the Department of Transportation and Infrastructure is adopted. The order will consist of 250 tonne of mixture and 50 tonne of salt. (CARRIED UNANIMOUS)



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**Motion #21-152**

**Councillor Smith/Councillor Collins**

Be it resolved that the motion to approve quote from Newfoundland HVAC Ltd. in the amount of \$2,783 including HST to repair air conditioning at the Arts Centre is adopted. (CARRIED UNANIMOUS)

**PUBLIC WORKS & SAFETY COMMITTEE REPORT**

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

The Public Works Committee had the following recommendations:

**Motion #21-153**

**Deputy Mayor Pearson/Councillor Smith**

Be it resolved that the motion to approve that a survey requirement applies to permit applications for new home construction, shed or garage, heritage zone applications and industrial or commercial applications. Patio, step, and fence applications are encouraged to have a survey, however, if one is not available a drawing clearly defining construction will be considered and will be confirmed by Public Works prior to approval is adopted. (CARRIED UNANIMOUS)

**Motion #21-154**

**Deputy Mayor Pearson/Councillor Fitzpatrick**

Be it resolved that the motion to approve application from Morris Lynch to extend garage at #48A Harbour Drive as per development regulations is adopted. (CARRIED UNANIMOUS)

**Motion #21-155**

**Deputy Mayor Pearson/Councillor Hynes**

Be it resolved that the motion to approve application from Paul and Loretta Cochrane extend deck at #1576 Main Road as per development regulations is adopted. (CARRIED UNANIMOUS)

**Motion #21-156**

**Deputy Mayor Pearson/Councillor Collins**

Be it resolved that the motion to refer occupancy application from Gabrielle Coffey to operate a dog grooming business out of property located at #9 hickey's Lane for discretionary use and process is adopted. (CARRIED UNANIMOUS)



**Motion #21-157**

**Deputy Mayor Pearson/Councillor Fitzpatrick**

Be it resolved that the motion to approve application from Charlie Pittman to construct a deck at #11B Hartigan Street as per development regulations is adopted. (CARRIED UNANIMOUS)



- Motion #21-158**                      **Deputy Mayor Pearson/Councillor Smith**  
Be it resolved that the motion to approve application from Dawn Lambe for residential extension at #111-115 Blockhouse Road as per development regulations is adopted. (CARRIED UNANIMOUS)
- Motion #21-159**                      **Deputy Mayor Pearson/Councillor Hynes**  
Be it resolved that the motion to approve application from Robert McGrath to extend garage at #136-140 Harbour Drive as per development regulations is adopted. (CARRIED UNANIMOUS)
- Motion #21-160**                      **Deputy Mayor Pearson/Councillor Fitzpatrick**  
Be it resolved that the motion to approve application from Gerard Smith to construct a garage at #819-833 Main Road with the stipulation that the accessory building is complementary to the primary building as per development regulations is adopted. (CARRIED UNANIMOUS)
- Motion #21-161**                      **Deputy Mayor Pearson/Councillor Smith**  
Be it resolved that the motion to approve application from Keith Brennan to construct a shed at #1063 Main Road as per development regulations is adopted. (CARRIED UNANIMOUS)
- Motion #21-162**                      **Deputy Mayor Pearson/Councillor Collins**  
Be it resolved that the motion to reject two (2) permit applications from James Houlihan to construct two (2) sheds at #76 Freshwater Crescent as they are not compliant with town regulations is adopted. (CARRIED UNANIMOUS)
- Motion #21-163**                      **Deputy Mayor Pearson/Councillor Hynes**  
Be it resolved that the motion to reject permit application from Frank Coombs to extend garage at #18 Brook Lane to extend existing garage as it is not compliant with town regulations is adopted. (CARRIED UNANIMOUS)
- Motion #21-164**                      **Deputy Mayor Pearson/Councillor Collins**  
Be it resolved that the motion approve occupancy application from Rebecca Browne to operate a hair salon out of property located at #35 Veteran's Way pending government services approvals or exemptions is adopted. (CARRIED UNANIMOUS)
- Motion #21-165**                      **Deputy Mayor Pearson/Councillor Hynes**  
Be it resolved the motion to approve application from Brendan McFarlane to construct residence at #1205 Main Road with the stipulation that this is now the primary building as per development regulations is adopted. (CARRIED UNANIMOUS)



**Motion #21-166**

**Deputy Mayor Pearson/Councillor Collins**

Be it resolved that the motion to approve application from William Kelly to construct a shed at #15A Kelly's Lane as per development regulations is adopted. (CARRIED UNANIMOUS)

**Motion #21-167**

**Deputy Mayor Pearson/Councillor Fitzpatrick**

Be it resolved that the motion to approve crown land application from Lucas Griffin pending discretionary approvals is adopted. (CARRIED UNANIMOUS)

**Motion #21-168**

**Deputy Mayor Pearson/Councillor Smith**

Be it resolved that the motion to approve commercial application from Newfoundland Power to upgrade Dunville Substation on Fox Harbour Road pending government services approvals or exemptions is adopted. (CARRIED UNANIMOUS)

**Motion #21-169**

**Deputy Mayor Pearson/Councillor Fitzpatrick**

Be it resolved that the motion to award Street Sweeping and Line Painting Contract to the lowest bidder Clean Sweep Property Maintenance Limited at a cost of \$7,475 including HST is adopted. (CARRIED UNANIMOUS)

**Motion #21-170**

**Deputy Mayor Pearson/Councillor Hynes**

Be it resolved that the motion to award the Standing Offer Agreement for Municipal Road Paving Services to English's Paving at a cost of \$2.90 plus HST per square foot is adopted. (CARRIED UNANIMOUS)

**Motion #21-171**

**Deputy Mayor Pearson/Councillor Hynes**

Be it resolved that the motion to approve a pride crosswalk by NAPA on Prince William Drive is adopted. (CARRIED UNANIMOUS)

**CULTURE, TOURISM & BEAUTIFICATION COMMITTEE REPORT**

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

The Culture, Tourism and Beautification Committee had two recommendations that were approve by Finance.

**RECREATION COMMITTEE REPORT**

*(Deputy Mayor Keith Pearson, Chair; Councillor Lorraine Collins-Power and Councillor Jane Hynes; Resource Person - CAO)*

The Recreation Committee had one recommendation:





**Motion #21-172**

**Deputy Mayor Pearson/Councillor Collins**

Be it resolved that the motion for Council to proceed with a letter of support for the Placentia Chamber of Commerce’s Placentia Area Trails Initiative and that a Council member sit on the Heritage Trails Committee is adopted. (CARRIED UNANIMOUS)

The Chair provided an update from the Committee meeting report.

**COMMUNITY ENGAGEMENT AND COMMUNICATIONS**

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

The Community Engagement and Communications Committee had no recommendations; however, the Chair provided an update from the Committee meeting report.

**ECONOMIC DEVELOPMENT**

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

The Economic Development Committee had one recommendation:

**Motion #21-173**

**Councillor Fitzpatrick/Councillor Hynes**

Be it resolved that the motion to waive the \$25 permit application fee for the remainder of the 2021 calendar year is adopted. The permit fee exemption will be included in the 2022 Tax Structure if approved by Council. (CARRIED UNANIMOUS)

**CORRESPONDENCE**

Correspondence received since last meeting was circulated for Council’s information.

**COUNCILLORS’ CONCERNS/COMMENTS**

The Accounting department is stepping up measures on collections for payments of taxes. The Town understands that people go through hardships, residents in arrears are advised to contact the accounting staff to make arrangements for payment.

The Tax Incentive Policy is now available for businesses to apply. The application can be found on the Town’s website at [placentia.ca](http://placentia.ca) or you can pick one up at the office. You do need to fill out the application to avail of the incentive before the deadline of June 30<sup>th</sup> and current taxes must be paid in full.

People walking at night are reminded to wear something reflective so motorists can see you. Motorists are asked to be aware of children playing and drive with caution. Please, slow down!

Congratulations are extended to teachers and students for getting through this difficult year. Have a safe and fun summer.

Congratulations to this year's graduates of Laval High School. Have fun at your graduation and best of luck with your future endeavors.

This is Tourism month. The Legendary Coasts is having an open house session at Castle Hill on May 21<sup>st</sup> where you can list or update your business, chat about upcoming opportunities and networks with your peers.

This weekend is May 24. Please be careful and have a safe and enjoyable weekend!

The Summer Recreation Program will be going ahead the year with PADA overseeing the program. It is to be determined if it will be in person or virtual.

Please register for your covid shot. Getting the vaccine is one step closer to getting back to normal life. We are all in this together.

#### **ADJOURNMENT**

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

**Motion #21-174**

**Councillor Collins/Councillor Fitzpatrick**

Be it resolved that the motion to adjourn the meeting at 8:35 p.m. is adopted. (CARRIED UNANIMOUS)

  
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**BERNARD S. POWER, MAYOR**

  
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**ROBERT BEAUPERUIS, CAO**

June 28, 2021  
**DATE**