



MINUTES

A public meeting of the Placentia Council was held via zoom on January 18, 2022 with the following in attendance:

Council

Mayor: Keith Pearson
Deputy Mayor: Wayne Power
Councillors: Jamilee Fitzpatrick
Jennifer Power
Kay Smith
Mike Williams
Gerard Wilson

Staff

Jonathan Galgay, CAO
Mary Greene, Mgr. of Finance
Adam Greene, Public Works Superintendent
Rhonda Power, Mgr. of Tourism, Marketing & Communications
Kathryn Smith, Executive Assistant (Recording)

Spectators: Zero (0)

Mayor Pearson called the meeting to order at 7:02 p.m.

Council formally welcomes Jonathan Galgay to the team as CAO. Jonathan has been working with us since December 15th. He has an extensive work history in various departments throughout government, with his latest position being CAO in Twillingate. A big thank you to Mary Greene, who has been our acting CAO for the past few months, and to our staff for the hard work and patience as we transition to a new CAO. Council and staff are very happy Jonathan is here with us and we wish him all the success as he leads our administration team in running our Town.

Congratulations are extended to Wayne Power on his 50th anniversary as Fire Chief for the Town of Placentia's Volunteer Fire Department. Wayne joined the Freshwater Fire Department in 1972 and became Fire Chief in 1979. He has led the Fire Department as Chief since amalgamation in 1994. Thank you, Chief Power, for your dedication and volunteering your time to lead our firefighters and protect our Town.

Council extends heartfelt condolences to the family, friends, and colleagues of former Mayor William P. Hogan on his recent passing. Former Mayor Hogan served the residents of the amalgamated community of Placentia passionately from 1997 to 2001 and from 2005 - 2013 but his presence was felt throughout the community long before and during the amalgamation process. He served as Mayor of Dunville from 1969 until 1989 during which time he was part of the team that saw the construction of the Dunville Ball Field which has often been called the best facility this side of Montreal. During his tenure in Dunville, under the government of Joey Smallwood, residents saw the Town Hall extended to house a new fire hall. Mr. Hogan saw the Town through many milestones and historic moments. Out of respect for former Mayor Hogan and his immense contributions to the Town, the flags at the

Town Hall were lowered to half-mast, and the Town offices will be closed on the day of his funeral. Let us pause for a moment of silence in memory of Mr. Hogan.

ADOPTION OF AGENDA

The agenda was circulated prior to the meeting.

Motion #22-001 **Councillor Williams/Deputy Mayor Power**
Be it resolved that the agenda for the Council meeting held January 18, 2022 is adopted. (CARRIED UNANIMOUS)

Motion #22-002 **Councillor Smith/Councillor Power**
Be it resolved that the minutes of December 21, 2021 are adopted as circulated. (CARRIED UNANIMOUS)

ACTION SHEET

The Action Sheet was reviewed by Council.

EXECUTIVE COMMITTEE REPORT

(Mayor Keith Pearson, Chair; Deputy Mayor Wayne Power, Councillor Jamilee Fitzpatrick; Resource Person – CAO)

The Executive Committee had the following recommendations:

Motion #22-003 **Councillor Fitzpatrick/Councillor Smith**
Be it resolved that the motion to approve cell phone allowance of \$50 per month to cover expenses for the CAO is adopted. (CARRIED UNANIMOUS)

Motion #22-004 **Councillor Williams/Councillor Wilson**
Be it resolved that the motion to approve a weekly vehicle allowance in the amount of \$100 for the Public Works Superintendent to use his personal vehicle for business purposes is adopted. This will be periodically reviewed based on vehicle usage. (CARRIED UNANIMOUS)

FINANCE COMMITTEE REPORT

(Councillor Kay Smith, Chair; Deputy Mayor Wayne Power, Councillor Jennifer Power; Resource Person-Mgr. of Finance)

The Finance Committee had the following recommendations:

Motion #22-005 **Councillor Smith/Deputy Mayor Power**
Be it resolved that the motion to approve payment of invoice from 84641 NL. Corp in the amount of \$3,501.75 including HST for emergency replacement of oil fared hot water tank at the arena is adopted. (CARRIED UNANIMOUS)

Motion #22-006

Councillor Smith/Councillor Power

Be it resolved that the motion to approve payment of invoice from Cal Legrow Insurance Ltd. in the amount of \$1,080 including HST for renewal of Travel Accident Policy is adopted. (CARRIED UNANIMOUS)

Motion #22-007

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve payment of invoice from Camions Carl Thibault Inc. in the amount of \$1,256.97 including HST for auto pump A/C in Engine #3 for Fire Department is adopted. (CARRIED UNANIMOUS)

Motion #22-008

Councillor Smith/Councillor Power

Be it resolved that the motion to approve payment of invoice from Chandler A Division of J.D. Irving Ltd. in the amount of \$3,727.15 including HST for 50 t-shirts for the Fire Department is adopted. (CARRIED UNANIMOUS)

Motion #22-009

Councillor Smith/Councillor Fitzpatrick

Be it resolved that the motion to approve payment of invoice from Crane Supply in the amount of \$1,120.10 including HST for water system repairs is adopted. (CARRIED UNANIMOUS)

Motion #22-010

Councillor Smith/Councillor Wilson

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

Motion #22-011

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve payment of invoice from Edison Security Services Inc. in the amount of \$1,522.60 for replacement of security cameras at the arena is adopted. (CARRIED UNANIMOUS)

Motion #22-012

Councillor Smith/Councillor Williams

Be it resolved that the motion to approve payment of invoice from Edward Collins Contracting Ltd. In the amount of \$7,159.90 including HST for repairs to damage from Hurricane Larry in Jersey side is adopted. (CARRIED UNANIMOUS)

Motion #22-013

Councillor Smith/Councillor Fitzpatrick

Be it resolved that the motion to approve payment of invoice from Infotech Systems Corp. in the amount of \$3,982.68 including HST for annual renewal of Email Apps Business Accounts is adopted. (CARRIED UNANIMOUS)



Motion #22-014

Councillor Smith/Deputy Mayor Power

Be it resolved that the motion to approve payment of invoice from Municipal Assessment Agency Inc. in the amount of \$17,069 for First Quarter Assessment Fess for 2022 is adopted. (CARRIED UNANIMOUS)

Motion #22-015

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve payment of invoice from Newhooks Transportation 1982 Ltd. in the amount of \$1,581.25 including HST for delivery of water supplies is adopted. (CARRIED UNANIMOUS)

Motion #22-016

Councillor Smith/Councillor Williams

Be it resolved that the motion to approve payment of invoice from Paint Shop Placentia in the amount of \$1,060.67 including HST for flooring in CAO office is adopted. (CARRIED UNANIMOUS)

Motion #22-017

Councillor Smith/Councillor Fitzpatrick

Be it resolved that the motion to approve payment of invoice from Safety Source Fire in the amount of \$1,265 including HST for stabilization strut in the fire department rescue vehicle is adopted. (CARRIED UNANIMOUS)

Motion #22-018

Councillor Smith/Councillor Williams

Be it resolved that the motion to approve payment of invoice #170747 from Woodmar Contracting in the amount of \$1,173 including HST for rental of backhoe & dump truck on September 15, 2021 for brush cleanup at arena is adopted. (CARRIED UNANIMOUS)

Motion #22-019

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve payment of invoice #170748 from Woodmar Contracting in the amount of \$1,104 including HST for rental of backhoe & dump truck on September 17, 2021 for brush cleanup at arena is adopted. (CARRIED UNANIMOUS)

Motion #22-020

Councillor Smith/Councillor Fitzpatrick

Be it resolved that the motion to approve payment of invoice #170754 from Woodmar Contracting in the amount of \$1,104 including HST for rental of backhoe & dump truck on October 14, 2021 for brush cleanup is adopted. (CARRIED UNANIMOUS)



- Motion #22-021** **Councillor Smith/Councillor Williams**
Be it resolved that the motion to approve the remaining Accounts Payable Transaction Journal dated January 11, 2022 in the amount of \$22,028.18 is adopted. (CARRIED UNANIMOUS)
- Motion #22-022** **Councillor Smith/Councillor Wilson**
Be it resolved that the motion to approve the Cheque Register for the Operating Account in the amount of \$182,594.34 for cheques numbered 029955 to 030014 is adopted. (CARRIED UNANIMOUS)
- Motion #22-023** **Councillor Smith/Councillor Power**
Be it resolved that the motion to approve the Special Accounts Cheque Register in the amount of \$148,108.51 is adopted. (CARRIED UNANIMOUS)
- Motion #22-024** **Councillor Smith/Councillor Williams**
Be it resolved that the motion to approve the Visa statement dated November 30, 2021 to December 29, 2021 in the amount of \$2,656 is adopted. (CARRIED UNANIMOUS)
- Motion #22-025** **Councillor Smith/Councillor Fitzpatrick**
Be it resolved that the motion to approve a one-time only interest forgiveness to account #MURPR003 in the amount of \$46.08, the account is paid in full is adopted. (CARRIED UNANIMOUS)
- Motion #22-026** **Councillor Smith/Deputy Mayor Power**
Be it resolved that the motion to approve payment of the Placentia Town Square Revitalization proposal from Mills & Wright Landscape Architecture in the amount of \$9,940 plus HST which includes design, costing and drawings of outdoor stage design, lighting, accessibility, fencing, and 2 interpretive panel designs for the Town Square is adopted. (CARRIED UNANIMOUS)
- Motion #22-027** **Councillor Smith/Councillor Wilson**
Be it resolved that the motion to approve the Tax Recovery Plan Dated December 31, 2020 for Tax Recovery Actions and Plans for the Municipal Fiscal Year 2021 is adopted. (CARRIED UNANIMOUS)
- Motion #22-028** **Councillor Smith/Councillor Power**
Be it resolved that the motion to approve the Tax Recovery Plan Dated December 31, 2021 for Tax Recovery Actions and Plans for the Municipal Fiscal Year 2022 is adopted. (CARRIED UNANIMOUS)



Motion #22-029

Councillor Smith/Councillor Williams

Be it resolved that the motion to approve quote from Edison Security Services Inc. in the amount of 1,378.85 including HST for replacement of security cameras at the Town Hall is adopted. (CARRIED UNANIMOUS)

Motion #22-030

Councillor Smith/Councillor Fitzpatrick

Be it resolved that the motion to approve Locke’s Electrical Ltd. for Blivet Retrofit and Upgrades project No: 17-GI-21-00093 in the amount of \$689,436.59 including HST is adopted. (CARRIED UNANIMOUS)

PUBLIC WORKS & PUBLIC SAFETY COMMITTEE REPORT

(Councillor Gerard Wilson, Chair; Councillor Jamilee Fitzpatrick, Councillor Mike Williams; Resource Person - Public Works Superintendent)

The Public Works Committee had no recommendations; however, the Chair provided an update from the Committee report.

RECREATION COMMITTEE REPORT

(Councillor Jamilee Fitzpatrick, Chair; Councillor Mike Williams, Councillor Gerard Wilson; Resource Person –Public Works Superintendent)

The Recreation Committee had no recommendations; however, the Chair provided an update from the Committee report.

TOURISM & ECONOMIC DEVELOPMENT COMMITTEE REPORT

(Deputy Mayor Wayne Power Chair; Councillor Jennifer Power; Councillor Kay Smith; Resource Person - CAO)

The Tourism & Economic Development Committee had the following recommendation:

Motion #22-031

Deputy Mayor Power/Councillor Fitzpatrick

Be it resolved that the motion to approve business tax credit to account #BEACH001 in the amount of \$1,000 as budgeted for the Business Tax Incentive is adopted. (CARRIED UNANIMOUS)

PLANNING, DEVELOPMENT & COMMUNITY ENHANCEMENT COMMITTEE REPORT

(Councillor Mike Williams Chair; Councillor Gerard Wilson; Councillor Jamilee Fitzpatrick; Resource Person Public Works Superintendent)

The Planning, Development & Community Enhancement Committee had the following recommendations:

Motion #22-032

Councillor Williams/Councillor Wilson

Be it resolved that the motion to approve the application to extend the building at #41 Charter Avenue, Argentia for the use as a crab processing plant pending approval from the Government Service Centre is adopted. (CARRIED UNANIMOUS)

Motion #22-033

Councillor Williams/Councillor Power

Be it resolved that the motion to approve the application to construct a shed at #90 Orcan Drive pending approval from the Water Resources Division of the Dept of Environment and Climate Change and with the stipulation that the finished shed be complimentary to the primary building is adopted. (CARRIED UNANIMOUS)

Motion #22-034

Councillor Williams/Councillor Wilson

Be it resolved that the motion to approve application for residential extension at #5 Hartigan Street pending approval from the Water Resources Division of the Dept. of Environment and Climate Change and with the stipulation that the finished extension be complimentary to the existing building is adopted. (CARRIED UNANIMOUS)

Motion #22-035

Councillor Williams/Councillor Fitzpatrick

Be it resolved that the motion to approve the 2022 Taxi Permit application for Bennett's Taxi is adopted. (CARRIED UNANIMOUS)

MARKETING & SPECIAL EVENTS COMMITTEE REPORT

(Councillor Jennifer Power, Chair; Councillor Kay Smith; Deputy Mayor Wayne Power; Resource Person Manager of Tourism, Marketing & Communications)


The Special Events & Marketing Committee had no recommendations; however, the Chair provided an update from the Committee meeting report.

Budget Speech 2022

Presented by: Councillor Kay Smith, Finance Chair

Good evening, Mayor Pearson, fellow Councillors, Town staff and a special welcome to those of you who have joined us virtually for the 2022 Budget Presentation. I am very pleased to be here to make my fifth budget presentation for the Town of Placentia.

As is the case each year, Council and senior staff have been working diligently to prepare this budget. Due to the fact that 2021 was an election year, the provincial government extended the deadline date from December 31, 2021 to January 31, 2022. So, here we are after weeks of departmental review through meetings with committees and managers and following consultation with the general public through social media sites to present to you the budget for

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the 2022 fiscal year. Thank you to all residents who presented their views which helped us prioritize spending for the upcoming year.

I will start by saying this Council is happy to present a balanced budget with no increase to the mil rate or water and sewer rates for residential or business properties. 2021 was a challenging year for all of us here in our Town, within our province and country and indeed worldwide. We faced a number of restrictions due to Covid 19 and the economic downturn had a serious effect on the local business community. That, combined with the Cenovus (formerly Husky) setbacks placed pressures on our economy. We commend our long-standing business operators who held fast through it all and acknowledge your commitment to survival under such conditions. It is thanks to that dedication and your support of Council that we are able to report that the Town of Placentia closed out its fiscal year without running a deficit.

It is gratifying to report that in spite of the trials of the year behind us, Council achieved most of its goals in all Departments last year. Council continued to operate with a combined full-time staff of nineteen for day-to-day operations. We are currently operating under the direction of the new Chief Administrative Officer who joined staff late in December. We are pleased to welcome Jonathan Galgay to this position. Mr. Galgay will oversee the operations of all departments as well as liaise with the Placentia Volunteer Fire Department on their operations. I might take a moment here to offer congratulations to our Fire Chief, Wayne Power on his 50th Anniversary as a firefighter and to thank him for his many years of service to the Town of Placentia.

There was considerable activity in 2021 including the municipal election. With Council's indulgence, I'd like to point out just a few of each departments' accomplishments and acknowledge the hard work and dedication of our staff in making these a reality.



Our Tourism & Economic Development Committee and the Marketing and Special Events Committee were limited in their capabilities to host economic driving events due to Covid 19 restrictions, but we commend them for accomplishing the many things they did in spite of the constraints. Throughout the year community events were held either physically or virtually including celebration of Heritage Week. Council was pleased to designate the Three Sister's building as a Heritage Structure and to award the Star of the Sea Hall the distinction of Municipal Heritage Landmark. Some of the annual events such as the Festival in the Square, the Winter Carnival, the annual Town of Placentia's Light Up the Square Tree Lighting, and the Dunville Lions Club-Town of Placentia Santa Claus Parade all proceeded without interruption. Our gratitude is extended to all volunteers for their contributions to making these community events continue.

Economic Development and Communication continue to be a strong contingent of this Council's mandate. During the year, Business Incentive Awards were introduced to encourage continuance of current businesses and development of new business. The Department reaches out to the business community through the Placentia Area Chamber of Commerce and lends support as permitted under the Town's mandate. Close association is maintained with the Port of Argentia and the Chamber of Commerce in an effort to drive economic development.

The Everbridge System continues to be a valuable source of communication for the Town. It is an effective and efficient means of communicating information on things such as water shut off, potential storm warnings and community events. If there are any residents not yet registered for this service, you are encouraged to contact the Town to be added to any of the Town's contact lists to get notifications by email, text, or phone.

The Recreation Department is responsible for sports venues, green spaces, and fitness venues.

During the past year there were major improvements made to both ballfields in the way of netting, and improvements to the infields, warning track, and foul lines. Playgrounds were improved esthetically with paint, repairs, and removal of damaged equipment. Green spaces have been enhanced and the Town's sign posts, picnic tables, and walkways have been upgraded.

Unfortunately, the arena operation was interrupted twice during the past year due to mandatory closure imposed by the province's Chief Medical Officer. Although the arena is currently closed due to Covid guidelines, we are optimistic that there will be a return to the ice in the near future and we hope for an extended safe season. In the interim, maintenance will continue. Council has installed insulation at the arena to ensure the integrity of the ice surface and continues to ensure that the facility is presented as an asset to our community.

The Municipality of Placentia covers a large geographic area. When you consider the distance from the Argentia Access Road entrance to Dunville to the end of Southeast, there are miles and miles of in-ground infrastructure that has to be maintained by the Planning and Development committee. Staff are committed to providing prompt and efficient service within their mandate of water and sewer repair, water testing, infrastructure maintenance, sanding, and any related duties they are assigned. In addition to the foregoing duties, in 2021 the Public Works staff responded to 380 residential complaints involving water shut offs, ditch maintenance, replacement of street signs, curb stop replacements, pavement patching, clean up and so on. They also respond to issues arising from storm incidents caused by high winds and wave action. They are to be commended for their dedication to their jobs.

Planning and Development reviewed approximately seventy permit applications submitted for Council's approval for new residential development and extension, accessory buildings, new



commercial operations, and so on. This department's staff has an unlimited workload, and every effort is made to address all issues in a timely manner.

The Public Works and Public Safety contingent of the Public Works Department works closely with Council to secure funding for major Capital Works projects. We recently upgraded the salt shed in Argentia and are nearing completion of the 2021 capital works on the single source water supply project. The Public Works Department currently has a number of applications submitted to the Department of Municipal Affairs and Environment and we are optimistic that most will be awarded in time for commencement this spring. I will discuss this further when we move into next year's budget.

The Placentia Volunteer Fire Department falls under the purview of the Public Works & Public Safety Committee. They work closely together to ensure the Department has the means to provide protection of residents and property in any emergency. The Town is fortunate to have such capable, caring, and dedicated volunteer firefighters and we thank them for their commitment under the leadership of Fire Chief Power.

The Finance Committee works to ensure that the Town functions in a fiscally responsible manner and oversees all financial operations including budgets, purchases, revenues, expenses. We thank them for their studious collection of facts and figures that comprise tonight's budget. This department provides staff for not only the bookkeeping and accounting aspect associated with finances, but they also are the front-line contact with the public and are very knowledgeable in their work.

Our Executive Committee continues to work closely with all departments to ensure there are proper policies and procedures and staff in place to implement the plans and goals for setting



the community on the right path for economic growth and prosperity to ensure our community remains a great place to grow your family, your business, and your future.

At this point, your Worship, I am pleased to present to you the background for the Town of Placentia's Operating Budget for the Fiscal Year January 1 to December 31, 2022.

Council and staff have worked tirelessly to create a balanced budget while maintaining the current mil rate of 6.2; the water rate remains at \$380 for water and sewer and \$312 for water only. There are no changes to taxes for residential or business properties. In fact, we are pleased that there are only two changes to the fee structure that include an increase in fees for compliance letters and tax certificate; the other is introduction of a fee for general repairs. I have to report that there is a revision of the discount period due dictated by regulations imposed by the Department of Municipal Affairs. The discount period for all groups will be changed from March 31st and June 31st to one discount date which will be close of business on May 2, 2022.

Council's top priority remains its commitment to clean drinking water and safe municipal infrastructure. To this end, the Town applied for and has been awarded funding for a number of capital works projects scheduled to commence this spring/summer.

The most recently approved project includes upgrades for three areas including the Freshwater Outfall, the Regatta Grounds Lift Station, and the Harbour Drive Storm Drain system. The total value of these three combined projects is \$1,377,000 incl HST of which the Town is responsible for 20% of the cost exclusive of HST which is just under \$250,000.

Government has also approved funding for the Jersey side Storm Water Collection project which is intended to reduce flooding on the flats of Jersey side. This project's total cost including HST is \$1,998,822 with the municipal contribution being \$363,502.

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The Blivet in Southeast has not been functioning properly for some time and Council issued a tender call for repair which closed on January 5th. The formal government approval to award the project to the successful bidder is expected within the next week or so; the estimated total construction cost is \$689,436.

Council is currently awaiting a decision on an application we have submitted for disaster funding to complete repairs incurred during Hurricane Larry in September. We have applied for \$1.4 million dollars to install shoreline protection in the form of armour stone along Harbour Drive, Dunville and along the Jersey side Fort Louis boardwalk shoreline.

In addition, I should note that the Tourism Department is lobbying the Federal government for funding for an outdoor stage and enhancements to the Legacy Garden in the Town Square to provide a venue for the performing arts. This source of funding could also accommodate some minor improvements to the interior of the Arts Centre. We are looking forward to seeing these plans unfold.

Funding has been applied for under our Recreation Department to continue with upgrades to our ball fields and we have allocated monies for the advancement of parks, trails, and green spaces.

This Council takes pride in our community. We have allocated monies in the 2022 budget to allow for dedicated resources and funding to ensure we take the necessary steps to create, identify and spearhead new projects throughout our municipality to improve all our amenities.

Council reaffirms its commitment to:

- *Enhance the quality of life for its residents, businesses and visitors;*
- *Focus on delivering core municipal services;*
- *Play a role in economic development;*
- *Provide a safe and healthy environment for citizens;*



- Provide efficient and effective governance which is fiscally responsible;
- Create an atmosphere of openness and responsiveness to the needs of the community,
- Nurture and promote the Town's heritage and culture.

Your Worship, the following is the January 1st to December 31, 2022 budget presented to Council for approval:

DEPARTMENT	BUDGETED EXPENSE
General Government	\$1,013,930
Protective Services	\$276,068
Transportation Services	\$1,056,132
Environmental Health	\$944,775
Planning & Development	\$133,314
Recreation & Cultural Services	\$462,058
Fiscal Services	\$2,659,893.84
TOTAL BUDGET 2022	\$6,546,170.84

Motion #22-036

Councillor Smith/Councillor Wilson

Be it resolved that the motion to adopt the 2022 Budget in the amount of Six Million Five Hundred Forty-Six Thousand One Hundred and Seventy Dollars and Eight-Four Cents \$6,546,170.84 is adopted. (CARRIED UNANIMOUS)

Motion #22-037

Councillor Smith/Councillor Williams

Be it resolved that the motion to approve the tax structure for the fiscal year January 1 to December 31, 2022 as presented and reviewed by Council is adopted. (CARRIED UNANIMOUS)

ADJOURNMENT

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


Motion #22-038

Councillor Fitzpatrick/Deputy Mayor Power

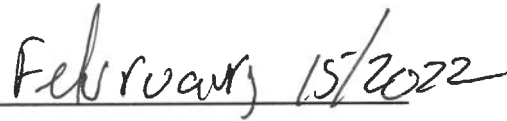
Be it resolved that the motion to adjourn the meeting at 8:15 p.m. is adopted. (CARRIED UNANIMOUS)



KEITH PEARSON, MAYOR



JONATHAN GALGAY, CAO



DATE