



MINUTES

A public meeting of the Placentia Council was held September 16, 2024 in the Council Chambers with the following in attendance:

Council

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

Staff

Gerry Hynes, CAO
Mary Greene, Manager of Finance
Rodney Cooney, Public Works Foreperson
Jennifer Bennett, Mgr. T, M & C
Tiffany Hepditch, Recreation Director
Kathryn Smith, Executive Assistant (R)

Spectators: Zero (0)

Mayor Pearson called the meeting to order at 7:13 p.m.

Congratulations to former resident of Placentia, Carolyn Wakeham on her appointment as Chief Executive Officer of The Newfoundland and Labrador Organization of Women Entrepreneurs (NLOWE)! This is a tremendous achievement and a testament to her exceptional leadership and vision. Wishing Carolyn all the best as she embarks on this exciting new chapter.

ADOPTION OF AGENDA

The agenda was circulated prior to the meeting.

Motion #24-268

Deputy Mayor Power/Councillor Fitzpatrick

Be it resolved that the agenda for the Council meeting held September 16, 2024 is adopted. (CARRIED UNANIMOUS)

Motion #24-269

Councillor Smith/Deputy Mayor Power

Be it resolved that the minutes of August 20, 2024 are adopted as circulated. (CARRIED UNANIMOUS)

PORT OF ARGENTIA UPDATE

The Mayor provided an update on the Port of Argentia.

EXECUTIVE COMMITTEE REPORT

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

The Executive Committee had no recommendations; however, the Chair provided an update on the Committee report.

FINANCE COMMITTEE REPORT

(Councillor Kay Smith, Chair; Councillor Mike Williams, Councillor Gerard Wilson; Resource Person – Manager of Finance)

The Finance Committee had the following recommendations:

Motion #24-270

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve payment of invoice from Meade's Services & Storage Ltd. in the amount of \$6,128.02 including HST for waterline repairs at numerous locations as per invoice is adopted. (CARRIED UNANIMOUS)

Motion #24-271

Councillor Smith/Councilor Williams

Be it resolved that the motion to approve payment of invoice from Government Payment & Filing Service in the amount of \$21,003.46 for payroll remittance for pay periods August 18 – August 31, 2024 is adopted. (CARRIED UNANIMOUS)

Motion #24-272

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve payment of invoice from Stewart McKelvey in the amount of \$18,217.06 including HST for professional Services Rendered is adopted. (CARRIED UNANIMOUS)

Motion #24-273

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve payment of invoice from Woodmar Contracting in the amount of \$11,258.50 including HST for step replacement at Barron's Lane, Lower Road, Dunville is adopted. (CARRIED UNANIMOUS)

Motion #24-274

Councillor Smith/Councillor Williams

Be it resolved that the motion to approve the remaining Accounts Payable Transaction Journal dated September 10, 2024, in the amount of \$29,200.31 is adopted. (CARRIED UNANIMOUS)

Motion #24-275

Councillor Smith/Councillor Richardson

Be it resolved that the motion to approve the Cheque Register for the Operating Account in the amount of \$2,049,398.48 for cheques numbered 032495 to 032550 is adopted. (CARRIED UNANIMOUS)

- Motion #24-276** **Councillor Smith/Councillor Wilson**
Be it resolved that the motion to approve the Cheque Register for the Special Projects Accounts in the amount of \$1,823,377.87 is adopted. (CARRIED UNANIMOUS)
- Motion #24-277** **Councillor Smith/Councillor Richardson**
Be it resolved that the motion to approve payment of Visa statements dated July 30, 2024, to August 27, 2024, in the amount of \$3,211.93 is adopted. (CARRIED UNANIMOUS)
- Motion #24-278** **Councillor Smith/Councillor Williams**
Be it resolved that the motion to approve a one-time interest forgiveness to source #133905 in the amount of \$113.33; is adopted; the account is paid in full. (CARRIED UNANIMOUS)
- Motion #24-279** **Councillor Smith/Councillor Wilson**
Be it resolved that the motion to approve a one-time interest forgiveness to source #133126 in the amount of \$436.84; is adopted; the account is paid in full. (CARRIED UNANIMOUS)
- Motion #24-280** **Councillor Smith/Councillor Wilson**
Be it resolved that the motion to approve business tax adjustment to account #PLACE038 in the amount of \$8,745.40, the business ceased operations December 31, 2023, as per letter received August 27, 2024 is adopted. (CARRIED UNANIMOUS)
- Motion #24-281** **Councillor Smith/Councillor Williams**
Be it resolved that the motion to award Auditing Services (RFP-F-083024) to sole bidder Byron D. Smith Chartered Accountant in the amount of \$87,400 including HST for fiscal years 2024-2027 is adopted. (CARRIED UNANIMOUS)
- Motion #24-282** **Councillor Smith/Councillor Wilson**
Be it resolved that the motion to approve payment of annual grant to the Placentia Area Historical Society in the amount of \$4,000 as budgeted is adopted. (CARRIED UNANIMOUS)
- Motion #24-283** **Councillor Smith/Councillor Wilson**
Be it resolved that the motion to approve surplus asset sale of Unity PARC fitness equipment as per bid results: Nordic Track Treadmill \$150, Precor Treadmill \$101, Octane Fitness Pro Elliptical \$75, BH Concept Upright Cycle \$101, Hoist 4 Stack Multi Gym \$201, Marcy Weight Bench \$50, Set Free Weights 5-50lbs \$401, Set Free

Weights 3-8lbs \$100, 3 Teir Aerobic Stepper \$10 is adopted; all prices quoted include HST. (CARRIED UNANIMOUS)

Motion #24-284

Councillor Smith/Councillor Richardson

Be it resolved that the motion to approve the write-off of uncollectable interest to source #134432 in the amount of \$221.18; source #134881 in the amount of \$1,152.60; source #133376 in the amount of \$34.20; source #134343 in the amount of \$136.12; source #133696 in the amount of \$127.98; source #133456 in the amount of \$639.88; source #135052 in the amount of \$205.98; source #134324 in the amount of \$268.98; source #132606 in the amount of \$295.39; source #133270 in the amount of \$143.35; source #134447 in the amount of \$2,437.10; source #133841 in the amount of \$230.77; source #134947 in the amount of \$1,024.45; to source #132883 in the amount of \$209.66; source #133302 in the amount of \$107.34; source #133773 in the amount of \$56.59; source #133975 in the amount of \$116.78; source #133974 in the amount of \$116.78; source #133976 in the amount of \$175.87; source #134386 in the amount of \$81.64; source #135265 in the amount of \$57.67; source #133616 in the amount of \$123.24; source #135261 in the amount of \$484.37; source #132620 in the amount of \$482.98; source #134385 in the amount of \$40.50; source #134485 in the amount of \$335.13; source #135268 in the amount of \$98.54; source #133648 in the amount of \$281.96; source #133005 in the amount of \$56.99; source #134921 in the amount of \$227.78; source #135018 in the amount of \$179.23; source #132656 in the amount of \$201.17; source #133071 in the amount of \$88.83; source #133832 in the amount of \$183.56; source #134293 in the amount of \$1,041.17; source #133575 in the amount of \$150.60; & source #133126 in the amount of \$436.84 is adopted. (CARRIED UNANIMOUS)

Motion #24-285

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve the write-off of uncollectable business taxes from account #ARGEN024 in the amount of \$16,892.63 is adopted. (CARRIED UNANIMOUS)

Motion #24-286

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve the write-off of uncollectable business taxes from account #BUSYB001 in the amount of \$2,976 is adopted. (CARRIED UNANIMOUS)

- Motion #24-287** **Councillor Smith/Councillor Wilson**
Be it resolved that the motion to approve the write-off of uncollectable business taxes from account #EDCOL001 in the amount of \$2,718.77 is adopted. (CARRIED UNANIMOUS)
- Motion #24-288** **Councillor Smith/Councillor Wilson**
Be it resolved that the motion to approve the write-off of uncollectable business taxes from account #F.A.M011 in the amount of \$33,130.70 is adopted. (CARRIED UNANIMOUS)
- Motion #24-289** **Councillor Smith/Councillor Wilson**
Be it resolved that the motion to approve the write-off of uncollectable business taxes from account #GREAT003 in the amount of \$6,745.95 is adopted. (CARRIED UNANIMOUS)
- Motion #24-290** **Councillor Smith/Councillor Richardson**
Be it resolved that the motion to approve the write-off of uncollectable business taxes from account #LABRA001 in the amount of \$29,862.50 is adopted. (CARRIED UNANIMOUS)
- Motion #24-291** **Councillor Smith/Councillor Wilson**
Be it resolved that the motion to approve the write-off of uncollectable business taxes from account #MCGRB009 in the amount of \$100 is adopted. (CARRIED UNANIMOUS)
- Motion #24-292** **Councillor Smith/Councillor Wilson**
Be it resolved that the motion to approve the write-off of uncollectable business taxes from account #SPARR001 in the amount of \$12,413.12 is adopted. (CARRIED UNANIMOUS)
- Motion #24-293** **Councillor Smith/Councillor Wilson**
Be it resolved that the motion to approve the write-off of uncollectable business taxes from account #TRIPL002 in the amount of \$2,414 is adopted. (CARRIED UNANIMOUS)
- Motion #24-294** **Councillor Smith/Councillor Wilson**
Be it resolved that the motion to approve funding from the Canada Community-Building Fund (CCBF) as per schedule received September 16, 2024, from the Department of Municipal and Provincial Affairs for the period 2024-2029 in the amount of \$836,492 is adopted. (CARRIED UNANIMOUS)

PUBLIC WORKS & PUBLIC SAFETY COMMITTEE REPORT

(Councillor Gerard Wilson, Chair; Councillor Kay Smith, Councillor Mike Williams; Resource Person –Public Works Foreman)

The Public Works Committee had the following recommendations:

Motion #24-295

Councillor Wilson/Councillor Williams

Be it resolved that the motion to approve the transfer of the 1992 top kick fire vehicle from the Fire Department to the Public Works Department to be used in day-to-day operations of that department is adopted. (CARRIED 6:1 Deputy Mayor Power voted against the motion)

Motion #24-296

Councillor Wilson/Councillor Smith

Be it resolved that the motion to approve funding to purchase a one-tonne pickup truck with track lighting for the Public Works department to low bidder Hickman Motors at a cost of \$65,534 plus HST pending further review of the availability of government programs is adopted. (CARRIED UNANIMOUS)

Motion #24-297

Councillor Wilson/Councillor Richardson

Be it resolved that the motion to approve Change Order #1 to project #17-MCW-24-00009 Storm Sewer and Paving in the amount of \$1,819,990 including HST for repaving of 2.3 kms of pavement not originally included in the contract is adopted. Change Order cost is 100% the responsibility of the Government of NL. (CARRIED UNANIMOUS)

Motion #24-298

Councillor Wilson/Councillor Williams

Be it resolved that the motion to approve Change Order #1 to project #17-GI-23-00080 Dunville Water Line to credit the contract in the amount of \$475,461.75 including HST for the contractor to remove asphalt surface in preparation of repaving 2.3 kms of pavement not originally included in the project is adopted. This project is 100% provincially funded. (CARRIED UNANIMOUS)

Motion #24-299

Councillor Wilson/Councillor Smith

Be it resolved that the motion to approve Change Order #2 to project #17-MCW-24-00009 Storm Sewer and Paving in the amount of \$15,410 including HST for engineering revisions to the contract due to the addition of pavement not originally included in the project is adopted. Change Order cost is 100% the responsibility of the Government of NL. (CARRIED UNANIMOUS)

The Chair provided an update from the Committee report.

RECREATION COMMITTEE REPORT

(Councillor Jamilee Fitzpatrick, Chair; Deputy Mayor Wayne Power, Councillor Jennifer Richardson; Resource Person – Manager of Tourism, Marketing & Communications)

The Recreation Committee had the following recommendation:

Motion #24-300

Councillor Fitzpatrick/Councillor Smith

Be it resolved that the motion to approve the terms of the Service Agreement between the Town of Placentia and Genesis Employment Corporation as per the document distributed to Council prior to the meeting is adopted. (CARRIED UNANIMOUS)

The Chair provided an update on the Committee report.

TOURISM & COMMUNICATIONS COMMITTEE REPORT

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

The Tourism & Communications Committee had no recommendations; however, the Chair provided an update on the Committee report.

PLANNING, DEVELOPMENT & COMMUNITY ENHANCEMENT COMMITTEE REPORT

(Councillor Mike Williams Chair; Councillor Gerard Wilson; Councillor Jennifer Richardson; Resource Person – Public Works Foreman)

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

Motion #24-301

Councillor Williams/Councillor Wilson

Be it resolved that the motion to approve development permit for new home construction at #987 Main Road, Dunville is adopted with the conditions that the water and sewer be extended as required by the Town; pavement and sidewalk be extended to meet existing; and the property be referred to the Municipal Assessment Agency for proper numbering – P4 Place not Main Road. (CARRIED UNANIMOUS)

Motion #24-302

Councillor Williams/Councillor Wilson

Be it resolved that the motion to approve development permit for construction of a new shed at #10 Frecker Place is adopted. (CARRIED UNANIMOUS)

- Motion #24-303** **Councillor Williams/Councillor Richardson**
Be it resolved that the motion to approve development permit for the construction of a personal use garage at #276B Bond's Path is adopted. (CARRIED UNANIMOUS)
- Motion #24-304** **Councillor Williams/Councillor Wilson**
Be it resolved that the motion to approve development permit to construct a new shed at #987 Main Road is adopted. (CARRIED UNANIMOUS)
- Motion #24-305** **Councillor Williams/Councillor Fitzpatrick**
Be it resolved that the motion to approve development permit for repair and addition to a patio at #13-17 Back Path is adopted. (CARRIED UNANIMOUS)
- Motion #24-306** **Councillor Williams/Councillor Wilson**
Be it resolved that the motion to approve development permit for residential extension at #218 Freshwater Crescent is adopted. (CARRIED UNANIMOUS)
- Motion #24-307** **Councillor Williams/Councillor Smith**
Be it resolved that the motion to approve development permit for residential extension at #1635 Main Road is adopted. (CARRIED UNANIMOUS)
- Motion #24-308** **Councillor Williams/Councillor Wilson**
Be it resolved that the motion to approve development permit for extension of a garage at #1510 Main Road is adopted. (CARRIED UNANIMOUS)
- Motion #24-309** **Councillor Williams/Councillor Smith**
Be it resolved that the motion to approve development permit for addition of a deck at #13 O'Keefe Street is adopted. (CARRIED UNANIMOUS)
- Motion #24-310** **Councillor Williams/Councillor Wilson**
Be it resolved that the motion to approve general repairs permit for upgrades of the building located at #6 Power Street is adopted. (CARRIED UNANIMOUS)
- Motion #24-311** **Councillor Williams/Councillor Wilson**
Be it resolved that the motion to approve general repairs permit for upgrades of the building located at #14 Power Street is adopted. (CARRIED UNANIMOUS)

- Motion #24-312** **Councillor Williams/Councillor Richardson**
Be it resolved that the motion to approve fence permit for construction of a new fence at #33 Church Road is adopted. (CARRIED UNANIMOUS)
- Motion #24-313** **Councillor Williams/Councillor Fitzpatrick**
Be it resolved that the motion to approve fence permit for construction of a new fence at #14-26 Shaw’s Lane is adopted. (CARRIED UNANIMOUS)
- Motion #24-314** **Councillor Williams/Councillor Wilson**
Be it resolved that the motion to approve a NL Power permit to erect a pole at #276 Bond’s Path is adopted. (CARRIED UNANIMOUS)
- Motion #24-315** **Councillor Williams/Councillor Smith**
Be it resolved that the motion to approve commercial renovations for a dental office to be located at #29-34 Prince William Drive is adopted. (CARRIED UNANIMOUS)
- Motion #24-316** **Councillor Williams/Councillor Richardson**
Be it resolved that the motion to approve permit for the operation of a yoga studio at #11 Old Castle Hill Road is adopted. (CARRIED UNANIMOUS)
- Motion #24-317** **Councillor Williams/Councillor Wilson**
Be it resolved that the motion to refuse application for home construction at #2-4 Churchill Avenue; the property measurements do not conform to those required under the Municipal Plan and Development Regulations is adopted. The owner will be advised of their right to appeal. (CARRIED UNANIMOUS)
- Motion #24-318** **Councillor Williams/Councillor Wilson**
Be it resolved that the motion to refuse application for landscaping for new home placement at #157 Ferndale Road as the property measurements do not conform to those required under the Municipal Plan and Development Regulations is adopted. The owner will be advised of their right to appeal. (CARRIED UNANIMOUS)

The Chair provided an update on the Committee report.

ECONOMIC DEVELOPMENT COMMITTEE REPORT

(Councillor Jennifer Richardson, Chair; Councillor Jamilee Fitzpatrick; Deputy Mayor Wayne Power; Resource Person – Manager of Tourism, Marketing & Communications)

The Economic Development Committee had no recommendations; however, the Chair provided an update on the Committee report.


ADJOURNMENT

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

Motion #24-319

Deputy Mayor Power/Councillor Fitzpatrick

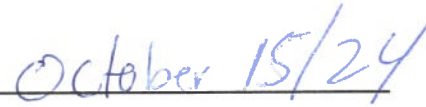
Be it resolved that the motion to adjourn the meeting at 8:37 p.m. is adopted. (CARRIED UNANIMOUS)



KEITH PEARSON, MAYOR



GERRY HYNES, CAO



DATE