



MINUTES

A public meeting of the Placentia Council was held January 21, 2025 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 7:02 p.m.

ADOPTION OF AGENDA

The agenda was circulated prior to the meeting.

Motion #25-001

Deputy Mayor Power/Councillor Richardson

Be it resolved that the agenda for the Council meeting held January 21, 2025 is adopted. (CARRIED UNANIMOUS)

Motion #25-002

Deputy Mayor Power/Councillor Wilson

Be it resolved that the minutes of December 17, 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 made the following recommendation:

Motion #25-003

Deputy Mayor Power/Councillor Smith

Be it resolved that the motion to approve the Municipal Enforcement Officer's title change to By-Law Enforcement Officer when referring to existing policies, procedures, and by-laws is

adopted. This name change is in accordance with the Towns and Local Service District Act. (CARRIED UNANIMOUS)

The Chair provided an update to the Committee report.

FINANCE COMMITTEE REPORT

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

The Finance Committee made the following recommendations:

Motion #25-004

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve payment of invoice from Battlefield Equipment NFD in the amount of \$5,403.19 including HST for generator rental, submersible pump and discharge hose for Jerseyside is adopted. (CARRIED UNANIMOUS)

Motion #25-005

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve payment of invoice from M.J. Hickey Construction Ltd. In the amount of \$6,103.90 including HST for commercial vehicle inspections and repairs on three vehicles is adopted. (CARRIED UNANIMOUS)

Motion #25-006

Councillor Smith/Councillor Williams

Be it resolved that the motion to approve payment of invoice from Municipal Assessment Agency in the amount of \$17,160 for first quarter fees is adopted. (CARRIED UNANIMOUS)

Motion #25-007

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve payment of invoice from Stewart McKelvey in the amount of \$9,777.30 including HST for professional services rendered is adopted. (CARRIED UNANIMOUS)

Motion #25-008

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve payment of invoice from Townsuite Municipal Software in the amount of \$8,076.30 including HST for annual subscription renewal is adopted. (CARRIED UNANIMOUS)

Motion #25-009

Councillor Smith/Councillor Richardson

Be it resolved that the motion to approve payment of invoice from Universal Construction Co. Ltd. In the amount of \$8,625 including HST for the supply and installation of a double entrance door at the arena as per tender quote is adopted. (CARRIED UNANIMOUS)

Motion #25-010

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve payment of invoice from Winter Heating Ltd. In the amount of \$19,205 including HST for the installation of furnace at Building 502 is adopted. (CARRIED UNANIMOUS)

Motion #25-011

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve payment of claim from the YMCA of Newfoundland and Labrador in the amount of \$29,125 for the operating grant deficit dated October 31, 2024 is adopted. (CARRIED UNANIMOUS)

Motion #25-012

Councillor Smith/Councillor Williams

Be it resolved that the motion to approve payment of claim from the YMCA of Newfoundland and Labrador in the amount of \$30,246 for the operating grant deficit dated November 30, 2024 is adopted. (CARRIED UNANIMOUS)

Motion #25-013

Councillor Smith/Councillor Williams

Be it resolved that the motion to approve the remaining Accounts Payable Transaction Journal dated January 13, 2025, in the amount of \$26,577.71 is adopted. (CARRIED UNANIMOUS)

Motion #25-014

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve the Cheque Register for the Operating Account in the amount of \$162,733.42 for cheques numbered 032781 to 032898 is adopted. (CARRIED UNANIMOUS)

Motion #25-015

Councillor Smith/Councillor Williams

Be it resolved that the motion to approve the Cheque Register for the Special Projects Accounts in the amount of \$81,957.16 is adopted. (CARRIED UNANIMOUS)

Motion #25-016

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve payment of Visa statement dated November 28, 2024 to December 27, 2024 in the amount of \$11,847.10 is adopted. (CARRIED UNANIMOUS)

Motion #25-017

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve a one-time interest forgiveness to source #135156 in the amount of \$106.18 is adopted; the account is paid in full. (CARRIED UNANIMOUS)

Motion #25-018**Councillor Smith/Councillor Richardson**

Be it resolved that the motion to approve a one-time interest forgiveness to source #133950 in the amount of \$5,921.51 is adopted; the account is paid in full. (CARRIED UNANIMOUS)

Motion #25-019**Councillor Smith/Councillor Richardson**

Be it resolved that the motion to approve a one-time interest forgiveness to account #M~NHO001 in the amount of \$4,246.98 is adopted; the account is paid in full. (CARRIED UNANIMOUS)

Motion #25-020**Councillor Smith/Councillor Richardson**

Be it resolved that the motion to approve a one-time interest forgiveness to source #134959 in the amount of \$3,036.10 is adopted; the account is paid in full. (CARRIED UNANIMOUS)

Motion #25-021**Councillor Smith/Councillor Richardson**

Be it resolved that the motion to approve a one-time interest forgiveness to source #132797 in the amount of \$1,343.43 is adopted; the account is paid in full. (CARRIED UNANIMOUS)

Motion #25-022**Councillor Smith/Councillor Richardson**

Be it resolved that the motion to approve a one-time interest forgiveness to source #132559 in the amount of \$896.67 is adopted; the account is paid in full. (CARRIED UNANIMOUS)

Motion #25-023**Councillor Smith/Councillor Richardson**

Be it resolved that the motion to approve a one-time interest forgiveness to business account #132602 in the amount of \$716.91 is adopted; the account is paid in full. (CARRIED UNANIMOUS)

Motion #25-024**Councillor Smith/Councillor Richardson**

Be it resolved that the motion to approve a one-time interest forgiveness to source #133533 in the amount of \$1,065.23 is adopted; the account is paid in full. (CARRIED UNANIMOUS)

Motion #25-025**Councillor Smith/Councillor Richardson**

Be it resolved that the motion to approve a one-time interest forgiveness to source #134006 in the amount of \$2,898.92 is adopted; the account is paid in full. (CARRIED UNANIMOUS)

Motion #25-026**Councillor Smith/Councillor Richardson**

Be it resolved that the motion to approve a one-time interest forgiveness to source #134007 in the amount of \$2,420.45 is adopted; the account is paid in full. (CARRIED UNANIMOUS)

Motion #25-027

Councillor Smith/Councillor Richardson

Be it resolved that the motion to approve a one-time interest forgiveness to source #134309 in the amount of \$2,584.12 is adopted; the account is paid in full. (CARRIED UNANIMOUS)

Motion #25-028

Councillor Smith/Councillor Richardson

Be it resolved that the motion to approve a one-time interest forgiveness to source #186370 in the amount of \$2,353.16 is adopted; the account is paid in full. (CARRIED UNANIMOUS)

Motion #25-029

Councillor Smith/Councillor Richardson

Be it resolved that the motion to approve a one-time interest forgiveness to source #133990 in the amount of \$788.74 is adopted; the account of paid in full. (CARRIED UNANIMOUS)

Motion #25-030

Councillor Smith/Councillor Richardson

Be it resolved that the motion to approve a one-time interest forgiveness to account #GOLDE002 in the amount of \$1,744.43 is adopted; the account is paid in full. (CARRIED UNANIMOUS)

Motion #25-031

Councillor Smith/Councillor Richardson

Be it resolved that the motion to approve a one-time interest forgiveness to account #SUNCO001 in the amount of \$168.75 is adopted; the account is paid in full. (CARRIED UNANIMOUS)

Motion #25-032

Councillor Smith/Councillor Richardson

Be it resolved that the motion to approve a one-time interest forgiveness to source #183956 in the amount of \$9.22 is adopted; the account is paid in full. (CARRIED UNANIMOUS)

Motion #25-033

Councillor Smith/Councillor Richardson

Be it resolved that the motion to approve a one-time interest forgiveness to source #133793 in the amount of \$455.03 is adopted; the account is paid in full. (CARRIED UNANIMOUS)

Motion #25-034

Councillor Smith/Councillor Richardson

Be it resolved that the motion to approve a one-time interest forgiveness to source #132843 in the amount of \$357.41 is adopted; the account is paid in full. (CARRIED UNANIMOUS)

Motion #25-035

Councillor Smith/Councillor Richardson

Be it resolved that the motion to approve a one-time interest forgiveness to source #132902 in the amount of \$227.12 is adopted; the account is paid in full. (CARRIED UNANIMOUS)

Motion #25-036

Councillor Smith/Councillor Richardson

Be it resolved that the motion to approve a one-time interest forgiveness to source #133875 in the amount of \$1,692.55 is adopted; the account is paid in full. (CARRIED UNANIMOUS)

Motion #25-037

Councillor Smith/Councillor Richardson

Be it resolved that the motion to approve a one-time interest forgiveness to account #1081.001 in the amount of \$72.72 is adopted; the account is paid in full. (CARRIED UNANIMOUS)

Motion #25-038

Councillor Smith/Councillor Richardson

Be it resolved that the motion to approve a one-time interest forgiveness to source #133828 in the amount of \$559.96 is adopted; the account is paid in full. (CARRIED UNANIMOUS)

Motion #25-039

Councillor Smith/Councillor Richardson

Be it resolved that the motion to approve a one-time interest forgiveness to source #134774 in the amount of \$222.77 is adopted; the account is paid in full. (CARRIED UNANIMOUS)

Motion #25-040

Councillor Smith/Councillor Richardson

Be it resolved that the motion to approve the adjustment of 2024 business taxes to account #FORTL001 in the amount of \$1,561.14 as the business was not in operation is adopted. (CARRIED UNANIMOUS)

Motion #25-041

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve amendment to the 2025 Tax Structure to include a Tourist Accommodation Tax at a rate of \$450 with an extra \$50 over 3 rooms, capped at 4% of revenues per fiscal year is adopted. (CARRIED UNANIMOUS)

Motion #25-042

Councillor Smith/Councillor Williams

Be it resolved that the motion to appoint Mitchell Moran as Assessment Review Commissioner for the Town of Placentia for 2025 is adopted. (CARRIED UNANIMOUS)

Motion #25-043

Councillor Smith/Deputy Mayor Power

Be it resolved that the motion to approve the renewal of the Town of Placentia's Line of Credit of \$350,000 with the Royal Bank of Canada for the Town's general operating account is adopted. (CARRIED UNANIMOUS)

Motion #25-044

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve the shredding and proper disposal of aged accounting records for fiscal year 2018 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 & Public Safety Committee made the following recommendation:

Motion #25-045

Councillor Wilson/Councillor Fitzpatrick

Be it resolved that the motion to approve funding application from the Federation of Canadian Municipalities Local Leadership for Climate Adaptation Initiative for a Climate Risk Assessment and Prioritization Adaptation Plan for the Town of Placentia is adopted.
(CARRIED UNANIMOUS)

The Chair provided an update to the Committee report.

RECREATION COMMITTEE REPORT

(Councillor Jamilee Fitzpatrick, Chair; Deputy Mayor Wayne Power, Councillor Jennifer Richardson; Resource Person – Recreation Director)

The Recreation Committee had no recommendations; however, Deputy Mayor Power provided an update to the Committee report in the Chair's absence.

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 to 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 made the following recommendations:

Motion #25-046

Councillor Williams/Councillor Wilson

Be it resolved that the motion to reject the crown land application to construct a recreational cottage on Southeast River because the land in question is the watershed area is adopted. (CARRIED UNANIMOUS)

Motion #25-047

Councillor Williams/Councillor Wilson

Be it resolved that the motion to approve application for fencing at #984-985 Main Road as per the submitted application is adopted. (CARRIED UNANIMOUS)

Motion #25-048

Councillor Williams/Councillor Wilson

Be it resolved that the motion to approve application for shed placement at #984-988 Main Road as per the submitted application is adopted. (CARRIED UNANIMOUS)

Motion #25-049

Councillor Williams/Councillor Smith

Be it resolved that the motion to approve application from the Placentia Historical Society for a vender permit for their fundraising ticket sales is adopted. (CARRIED UNANIMOUS)

Motion #25-050

Councillor Williams/Councillor Wilson

Be it resolved that the motion to approve application from Universal Construction Ltd. to move forward with the development of 21 additional lots at P4 Place as per drawings submitted for approval on December 19, 2024, pending approval from all other government agencies is adopted. (CARRIED UNANIMOUS)

Motion #25-051

Councillor Williams/Councillor Smith

Be it resolved that the motion to approve the Accessibility Plan dated December 2024 as circulated is adopted. (CARRIED UNANIMOUS)

The Chair provided an update to 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 to the Committee report.

ADJOURNMENT

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

Motion #25-052

Deputy Mayor Power/Councillor Wilson


Be it resolved that the motion to adjourn the meeting at 8:08 p.m.
is adopted. (CARRIED UNANIMOUS)



KEITH PEARSON, MAYOR



GERRY HYNES, CAO



DATE