

MINUTES

A public meeting of the Placentia Council was held Tuesday, February 18, 2014 at the Town Hall with the following in attendance:



Mayor:	Wayne D. Power	Chief Administrative Officer:	Ed O'Keefe
Deputy Mayor:	Keith Pearson	Manager of Town Affairs:	Margie Hatfield
Councillors:	Noella Collins	Public Works Supervisor:	Harold Power
	Frank Coombs	Executive Assistant:	Debbie Gear (Recording)
	Dan Greene		
	William Woodman		
Absent:	Councillor Nash (Vacation)		
	Mary Greene (Sick)		

Mayor Power called the meeting to order at 7:00 p.m.

HOUSEKEEPING

Prior to the start of the meeting, Mayor Power acknowledged the recent passing of former fire fighter Bill Murphy of Placentia. Condolences will be sent to his wife Ida and their family members on behalf of Council.

MINUTES OF THE MEETING OF January 4, 2013

The minutes of the meeting held January 4, 2014 were circulated prior to the meeting. There were no errors or omissions notes.

14-016 It was moved by Deputy Mayor Pearson and seconded by Councillor Woodman that the minutes of the meeting held January 4, 2014 be approved as circulated and perused.
(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Coombs, Greene, and Woodman voted in favour of the motion.)

MINUTES OF THE MEETING OF January 21, 2014

The minutes of the meeting held January 21, 2013 were circulated prior to the meeting.

14-017 It was moved by Councillor Coombs and seconded by Deputy Mayor Pearson that the minutes of the meeting held January 21, 2014 be approved as circulated, perused and amended.
(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Coombs, Greene, and Woodman voted in favour of the motion.)

BUSINESS ARISING

Training

Ms. Power, Gear, Duke and Greene will be afforded the opportunity to complete minute taking training when it is arranged through the PMA. It is hoped that this effort will provide consistency in minute taking for all meetings.

Celebrations for the 20th anniversary of amalgamation will be planned by the Culture & Tourism Committee with staff assistance. An event will take place sometime in May.

Action Sheet

The CAO reported on the action items brought forward from the January 21st Council meeting:

Town Hall/Arts Centre Generator	A recommendation is coming in Committee report that engineers proceed with specifications and tender documents.
Fay Consultants	Information has been provided and the Town is awaiting a report from the consultant.
Water Assessment	The engineers are progressing with the assessment of the Town's water supply.
Open Communications	Plans are progressing with the marketing package.
Disposal of P4 Building	The contractor has been asked to meet with officials from the Town to discuss use/disposal of the P4 Building.
Municipal Plan Review	A meeting is scheduled for next week to discuss the mapping portion of the plan with staff; a meeting to present them to Council will be scheduled when maps are drafted.
Sewer Problem Dunville	Engineering work is in progress to identify a solution to the sewer problem in Dunville at Outfall #10.
Light at St. Anne's Place	Staff checked this out and there is sufficient lighting of Town streets, any lighting on the school grounds will have to be dealt with by the school board.
RCMP Request	The Manager of Town Affairs is dealing with RCMP on their request for support for their programs.
Wet Well Cleaning	Wind and freezing temperatures have delayed this cleaning; it will be done as soon as weather permits.
Paperless Meetings	I Pads will be ready before the next committee meetings.

EXECUTIVE COMMITTEE REPORT – February 4, 2014

(Mayor Power, Chair; Deputy Mayor Keith Pearson, Councillor Dan Greene; Resource Person – Chief Administrative Officer)

Replacement Parts Purchase

The Executive Committee recommended that Council approve the purchase and installation of parts to repair the lift station at the Orcan Drive/Swans Road location at a cost of \$8,865.00.

- 14-018** It was moved by Deputy Mayor Pearson and seconded by Councillor Dan Greene that that Council approve the purchase and installation of parts to repair the lift station at the Orcan Drive/Swans Road location at a cost of \$8,865.00. (CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Coombs, Greene, and Woodman voted in favour of the motion.)

Privileged Session(1)

- 14-019** It was moved by Councillor Collins and seconded by Deputy Mayor Pearson that Council enter into a privileged session of Council to discuss a personnel issue.
(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Coombs, Greene, and Woodman voted in favour of the motion.)

Staff left the meeting at 7:22 p.m. and returned at 7:25 p.m. at which time the regular meeting of Council resumed.

Staff Vacation

The Executive Committee recommended that Council approve the CAO's vacation time being adjusted from four week's paid vacation to five weeks paid vacation in keeping with past practice.

- 14-020** It was moved by Deputy Mayor Pearson and seconded by Councillor Greene that Council approve the CAO's vacation time being adjusted from four week's paid vacation to five weeks paid vacation in keeping with past practice.
(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Coombs, Greene, and Woodman voted in favour of the motion.)

Mayor Power briefly commented on other topics in the report of the February 4th meeting that was circulated prior to the meeting including requests from the Placentia Area Historical Society that are being investigated by staff. Other matters pertaining to snow clearing complaints and crown land acquisition are being discussed with the appropriate parties.

The Town of Long Harbour has invited representatives from the Town of Placentia to attend a meeting to discuss matters relative to big industry development in the region which will be held in March.

Fiscal framework information was circulated to Council for their information.

The Town has elected to not become a member of the Federation of Canadian Municipalities at this time as MNL liaises with them and fills this role for municipalities in Newfoundland.

A letter has been written to Small Crafts & Harbours asking them to clean up the groynes near the bridge.

Plans are being discussed and funds being sought to make the boardwalk functional for pedestrians again.

EXECUTIVE COMMITTEE REPORT – February 14, 2014

(Mayor Power, Chair; Deputy Mayor Keith Pearson, Councillor Dan Greene; Resource Person – Chief Administrative Officer)

Councillor Coombs declared himself in possible conflict and left the room.

Generator Tender

The Executive Committee recommended that Council approve the preparation of specifications and tender documents for the acquisition of a generator to service the Town Hall and Cultural Arts Centre as emergency centres.

- 14-021** It was moved by Deputy Mayor Pearson and seconded by Councillor Greene that Council approve the preparation of specifications and tender documents for the acquisition of a generator to service the Town Hall and Cultural Arts Centre as emergency centres.
(**CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Greene, and Woodman voted in favour of the motion.**)

Councillor Coombs returned to the meeting.

Outfall 10 – Hickey’s Lane

The Executive Committee recommended that Council approve the expenditure of \$12,656 to complete an assessment of the problems and a course of action to rectify surcharging issues experienced at Outfall #10 – Hickey’s Lane. Gas tax to be used if acceptable.

- 14-022** It was moved by Deputy Mayor Pearson and seconded by Councillor Greene that Council approve the expenditure of \$12,656 to complete an assessment of the problems and a course of action to rectify surcharging issues experienced at Outfall #10 – Hickey’s Lane. Gas tax to be used if acceptable.
(**CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Coombs, Greene, and Woodman voted in favour of the motion.**)

Damages Claim

The Executive Committee recommended that Council approve the award of \$345.71 toward the purchase of a comparable replacement phone claimed by one of the Town of Placentia’s Volunteer Firefighters.

- 14-023** It was moved by Deputy Mayor Pearson and seconded by Councillor Collins that Council approve the award of \$345.71 toward the purchase of a comparable replacement phone claimed by one of the Town of Placentia’s Volunteer Firefighters.
(**CARRIED 4:2 Deputy Mayor Pearson, Councillors Collins, Coombs, and Woodman voted in favour of the motion; Mayor Power & Councillor Greene voted against the motion.**)

Policy

Staff will check other municipalities for insurances that cover use of personal property and information will be brought back to the Executive Committee for development of a policy.

Privileged Session(2)

Generator Hook Up – Fire Hall

Councillor Collins asked for a privileged session of Council to discuss this matter.

- 14-024** It was moved by Councillor Collins and seconded by Councillor Coombs that Council enter into a privileged session to discuss settlement of the generator installation costs for the Fire Hall.
(**CARRIED 5:1 Mayor Power, Deputy Mayor Pearson, Councillors Collins, Coombs, Greene and Woodman voted in favour of the motion; Councillor Greene voted against the motion.**)

Following the privileged session that started at 8:14 p.m. he CAO was instructed to meet with the original contractor for the generator hookup at the Fire Hall to try and come to a fair settlement on the costs. The public meeting resumed at 8:30.

Disposition of the P4 Building

Council discussed the offer from a local contractor to purchase the P4 building at a price of \$5,000; his offer is if approved he will either remediate or remove it at his cost.

There were concerns expressed on what would develop if the contractor does not meet his commitment of completing development in Frecker Place in phases as proposed in his initial offer. It was the consensus of Council that the Executive Committee meet with the contractor to discuss concerns and come to an agreement of possibly leasing the building to him for a couple of years with first right to purchase the building being offered to the contractor as development draws closer to that area.

Pool Tables

There are two pool tables that will be offered for sale on the Town's media sites – they must be sold as is, where is with the owner responsible for pickup within a specified time period.

Fire Hydrants

There was some discussion on the access to fire hydrants. A request for people to assist with clearing of snow from hydrants near their properties will be included in the newsletter on emergency procedures that is being prepared by the Manager of Town Affairs.

Husky Update

At the recent AMA meeting, Husky was reminded of their commitment to local purchasing and hiring. To them, local is Newfoundland & Labrador but they encourage their contractors to utilize services in Placentia as much as possible. Unfortunately, all their requirements cannot be supplied by local business.

Minister's Visit

Minister Kent will be visiting Placentia on the afternoon of March 10th to discuss capital works requirements and funding for the wave wall repair.

FINANCE COMMITTEE REPORT

(Councillor Dan Greene, Chair; Councillors William Woodman & Councillor Frankie Nash; Resource Person - Administrative Office Manager)

Accounts Payable

The Finance Committee recommended that Council approve the Accounts Payable Transaction Journal dated February 5, 2014 in the amount of \$43,816.72.

14-025

It was moved by Councillor Greene and seconded by Deputy Mayor Pearson that Council approve the Accounts Payable Transaction Journal dated February 5, 2014 in the amount of \$43,816.72.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Coombs, Greene and Woodman voted in favour of the motion.)

General Account Cheque Register

The Finance Committee recommended that Council approve the General Account Cheque Register dated February 5, 2014 in the amount of \$116,745.09 for cheques 022074 to 022134.

- 14-026** It was moved by Councillor Greene and seconded by Deputy Mayor Pearson that Council approve the General Account Cheque Register dated February 5, 2014 in the amount of \$116,745.09 for cheques numbered 022074 to 022134.
(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Coombs, Greene and Woodman voted in favour of the motion.)

Special Accounts Cheque Register

The Finance Committee recommended that Council approve the Special Accounts Cheque Registers dated February 2014.

- 14-027** It was moved by Councillor Greene and seconded by Deputy Mayor Pearson that Council approve the Special Accounts Cheque Registers for February 2014.
(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Coombs, Greene and Woodman voted in favour of the motion.)

Visa Statement

The Finance Committee recommended that Council approve the Visa statement dated December 5, 2013 to January 6, 2014 in the amount of \$1,103.96.

- 14-028** It was moved by Councillor Greene and seconded by Deputy Mayor Pearson that Council approve the Visa statement dated December 5, 2013 to January 6, 2014 in the amount of \$1,103.96.
(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Coombs, Greene and Woodman voted in favour of the motion.)

Seminars/Convention Attendance

The Finance Committee recommended that Council approve attendance by appropriate council and/or staff members at the PMA Convention in Gander in April; the Avalon Regional Meetings in St. John's in March; the Municipal Symposium in May and the Clean & Safe Drinking Water Workshop in Gander in March.

- 14-029** It was moved by Councillor Greene and seconded by Councillor Collins Council approve attendance by appropriate council and/or staff members at the PMA Convention in Gander in April; the Avalon Regional Meetings in St. John's in March; the Municipal Symposium in May and the Clean & Safe Drinking Water Workshop in Gander in March.
(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Coombs, Greene and Woodman voted in favour of the motion.)

Easter Seals – Request for Donation

The Finance Committee recommended that Council reject the request for a donation to Easter Seals based on community input in the fundraising effort.

- 14-030** It was moved by Councillor Greene and seconded by Councillor Coombs that Council reject the request for a donation to Easter Seals based on community input in the fundraising effort.
(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Coombs, Greene and Woodman voted in favour of the motion.)

Account # MCDOP001 – Request for Tax Adjustment

The Finance Committee recommended that Council reject the request for a retroactive tax adjustment on Account # MCDOP001 as per advice from the Towns' lawyer.

- 14-031** It was moved by Councillor Greene and seconded by Deputy Mayor Pearson that Council reject the request for a retroactive tax adjustment on Account #MCDOP001 as per advice from the Town's lawyer.
(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Coombs, Greene and Woodman voted in favour of the motion.)

Account # PLACE001 – Request for Tax Adjustment

The Finance Committee recommended that Council approve the adjustment of \$1,334.75 property tax on account #PLACE001 in recognition of service provided throughout the community and to the Town of Placentia.

- 14-032** It was moved by Councillor Greene and seconded by Councillor Collins that Council approve the adjustment of \$1,334.75 property tax on account #PLACE001 in recognition of service provided throughout the community and to the Town of Placentia.
(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Coombs, Greene and Woodman voted in favour of the motion.)

Private Request for Donation

The Finance Committee recommended that Council reject the request for a resident of Avondale for a donation to the D-Day Anniversary Celebrations.

- 14-033** It was moved by Councillor Greene and seconded by Deputy Mayor Pearson that Council reject the request for a resident of Avondale for a donation to the D-Day Anniversary Celebrations.
(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Coombs, Greene and Woodman voted in favour of the motion.)

Dishwasher

A request was received to replace the dishwasher at the Cultural Arts Centre at a cost of \$5,500 but the Finance Committee recommended this purchase be deferred to next year as it is an unbudgeted item. A repair person will be contacted to see if the existing one can be fixed.

FISCAL SUMMARY

The Fiscal Summary circulated by the Administrative Office Manager indicates a bank balance of \$278,239.05; Accounts Receivable of \$3,906,779.22; and Accounts Payable of \$43,816.72. Year to date expenditures are \$337,788.02.

PUBLIC WORKS COMMITTEE REPORT

(Councillor William Woodman, Chair; Councillors Dan Greene & Francis Coombs; Resource Person Public Works Supervisor)

The Public Works Committee recommended that the permits submitted since the last meeting be approved as follows:

- 14-034** It was moved by Councillor Woodman and seconded by Deputy Mayor Pearson that Council approve the following permits as per the applications

pending compliance with all municipal regulations and receipt of confirmation of approval from all other government agencies where required:

1. Acct. #BARRJ006 - application to construct a new residence at #73-77 Main Road, Dunville.
2. Acct. #BARRW002 - application to extend existing residence & install a deck at 32 Jubilee Road, Placentia.
3. Acct. #BENNd002 - application to construct a new residence at 509-513 Southeast Road, Placentia.
4. Acct. # COFFD002 - application for a vendor's permit to operate a mobile welding unit with the stipulation that residential standards are maintained and the unit will not be operated in a residential area.
5. Dunville Seniors 50 Plus Club - application for a vendor's permit to sell tickets at Placentia Mall.
6. Acct. SKYLI001 - application to construct a wheel chair ramp at NL Housing's property at #30 Roosevelt Avenue, Placentia.
7. Acct. # EASTE010 application to occupy premises at #12 Bog Avenue, Argentia pending approval all other government agencies.
8. Acct. #FITZK001 - application to construct a new residence at Lot #7 Kelly Crescent, Southeast.
9. Acct. #KellW007 - application to construct a new residence at #17 Kelly's Lane, Freshwater on the condition that the driveway access be completed prior to the permit being issued.
10. Melissa King - application for a vendor permit to sell tickets at Placentia Mall.
11. Acct. #LANNA001 - application to construct a storage shed at #347 Southeast Road, Placentia.
12. Acct. #MARTY001 - application for an occupancy permit for Marty's Place on Blockhouse Road.
13. Acct. #MATT-001- occupancy application and commercial renovation application for temporary relocation to building 500 Charter Avenue Argentia.
14. NL Power's application to install:
 - a. one pole to replace a pole on New Settlement Hill, Freshwater,
 - b. six poles & five anchors to provide service to Account # KERRC001 property in Shaw's Lane.

15. Acct. #O-KEA001 - application to construct a garage at #306 Bond's Path, Southeast Placentia.
16. Acct. #PAWS.001 - application for an occupancy permit for leased premises at Ferndale Road formerly occupied by Festival of Flags.
17. Acct. #QUILB001 - application to construct a new residence at #1109A Main Road, Dunville with the stipulation that the driveway access be completed prior to the permit being issued.
18. Acct. #SOUTH004 - application for a vendor permit to operate an insurance business.
19. Acct. #TRAVD002 - application for crown land at New Settlement Hill to construct a baseball court ; this application does not constitute a building permit.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Coombs, Greene and Woodman voted in favour of the motion.)

Permit Application Not Approved

An application on Acct. #QUILB002 for a permit to construct a new residence at #1094 Main Road, Dunville does not meet municipal regulations with regard to lot size and therefore was not recommended for approval.

14-035

It was moved by Councillor Woodman and seconded by Deputy Mayor Pearson that the application on Account #QUILB002 for a permit be rejected because it does not meet minimum lot size requirements for new construction.
(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Coombs, Greene and Woodman voted in favour of the motion.)

There were several other items on the Public Works Committee report that were summarized as follows:

There are a number of leaks to be addressed as soon as possible - two in Jerseyside and six in Dunville. While waiting for weather conditions to approve Public Works will check to see if there is a way redirect the water away from the residence in Jerseyside.

There is considerable water build up on the flats of Jerseyside due to rain and runoff. The CAO will speak to the construction engineers contracted for the bridge work and/or provincial officials to see if there is any way to address this when the new approach to the bridge is done. As well, investigation will be done to assess drainage requirements on the flats.

Council will not entertain two requests received for maintenance of driveways until these roads are brought up to Town standards, i.e. paved with a cul-de-sac for turn around.

MUNICIPAL SERVICES COMMITTEE REPORT

(Councillor Francis Coombs, Chair; Councillors Dan Greene & William Woodman; Resource Person – Chief Administrative Officer)

One of the dilapidated properties in Dunville that the Town has been dealing with for some time is finally being worked on.

The MEO will be going to court on March 25/26 to deal with the issue of dilapidated property and car wrecks in the Swan's Placentia.

A report of burning waste in Freshwater was reported and the resident ceased doing so when addressed by the MEO.

Rounds have been increased to ensure there is no more waste burning in Argentinia.

Situation with Cats

The Town does not have any option of dealing with feral cats. Research into the problem has yielded no suggestions other than referring complainants to the SPCA or similar agencies.

Dog Park

The Committee is not recommending consideration of constructing a dog park in the area. Councillor Collins noted that if in future such a request is entertained, caution should be exercised concerning vaccination requirements to keep all people and pets safe.

CULTURE & TOURISM COMMITTEE REPORT

(Deputy Mayor Pearson, Chair; Councillor Noella Collins; Resource Person – Manager of Town Affairs)

The Deputy Mayor reported that:

The Convent Yard project will be starting soon; this work must be completed before June in order to access government funding.

Open Communications has redesigned a new town logo which appears to be acceptable. There is very little work to be done now to put the marketing package together.

PAHS has formed a committee to organize an event to commemorate the will of Domingo de Luca.

Heritage Day will be marked during Municipal Awareness Week.

Future committee meetings will take place at 11:30 on the Tuesday before public Council meetings.

RECREATION COMMITTEE REPORT

(Councillor Noella Collins, Chair; Councillor Frankie Nash; Deputy Mayor Keith Pearson; Resource Person – Manager of Town Affairs)

Councillor Collins reported that plans for the Winter Carnival are going very well; however volunteers are needed to wear Peggy & Peter costumes during events.

The dishwasher at the Arts Centre was fixed by the local repair man.

The swimming pool fundraising efforts are progressing well; the 50/50 draws are quite a success.

The curling committee will be meeting with Mr. Neil Dawe in the morning to discuss the feasibility study and engineering costs.

Government is pushing year round activity through their “Recreation NL Find Your Fit Program”. The committee will discuss development of a corresponding initiative for this area.

ECONOMIC DEVELOPMENT COMMITTEE REPORT

(Councillor Frankie Nash, Chair; Councillor Noella Collins, Deputy Mayor Keith Pearson-Resource Person - Manager of Town Affairs)

The Economic Development Committee recommended approval of the terms of reference formulated for the committee.

Discussion was held on how new business can be attracted to Placentia. A symposium was suggested to garner public input for what they see required in the Town.

Briefing Note

Prior to this meeting, a briefing note was distributed on the Emergency Action Planning Committee’s recent meeting. Comments arising including using the Fire Hall as a temporary comfort station in case of emergency; the Arts Centre will be the primary comfort centre when a generator is purchased and connected. Staff is preparing an emergency preparedness/response flyer for distribution which will encourage a “check on your neighbour” program.

OTHER BUSINESS OF COUNCILLORS

Deputy Mayor Pearson commented on the good job staff does with social media posting.

It was noted that Laval recently won the silver medal at the Federation Cup hockey.

Mayor Power thanked all staff for their diligence during the recent storm watch; the Town’s presence and updates provided a comfort level for residents.

Council was reminded to get out and take part in Winter Carnival events – “Hip Hip Hooray 4 Winter Fun Days!”

Next Meeting

The next meeting of Council will be held on March 18, 2014.

ADJOURNMENT

This meeting of Council concluded at 9:45 p.m.

Wayne D. Power, Mayor

Ed O’Keefe, CAO

Date