

MINUTES

A public meeting of the Placentia Council was held Tuesday, February 21, 2017 at the Town Hall with the following in attendance:

Mayor:	Wayne D. Power	CAO:	Charlotte Hickey
Deputy Mayor:	Keith Pearson	Public Works Supervisor:	Harold Power
Councillors:	*Noella Collins	Facilities Manager:	Rhonda Power
	Frank Coombs	Admin. Office Manager:	Mary Greene
	Dan Greene	Executive Assistant:	Debbie Gear
	Frankie Nash		
	William Woodman	Observers:	Seven (7)

(*Councillor Collins arrived from work at approximately 7:35 p.m.)

Mayor Power called the meeting to order at 7:00 p.m. and welcomed The Honorable Sherry Gambin-Walsh, MHA Placentia-St. Mary's and her Executive Assistant Kelly White to the meeting as observers.

Condolences

Mayor Power acknowledged the passing of Mrs. Gertie Sullivan, a long time resident, prominent figure of our community. Mrs. Sullivan was best known in the area for her long service as Librarian and leader in the Girl Guide movement. Mayor Power asked that condolences be extended to the family on behalf of Council.

Proclamations

The week of February 19 to 27, 2017 was declared Allied Youth Week in Placentia. Mayor Power hosted a visit from a group of approximately seventeen students from Grades VII to XII who make up Allied Youth Placentia Post 1182 on February 20th to recognize the group's activities in the community. Activities planned during Allied Youth Week include an education session with a representative from Memorial University of Newfoundland and Labrador on needs and wants for rural areas of the province. As well there was information on the upcoming Fill 'er Up Challenge, collection of personal items for seniors at the Lions Manor Nursing Home and participation as volunteers in the Placentia Winter Carnival. Mayor Power commended the youth on their initiatives.

Wednesday, February 22, 2017 was declared "Random Act of Kindness Day" in the Municipality of Placentia. Staff and residents are encouraged to wear pink in observance and to do a random act of kindness and pay it forward. The Facilities Manager will distribute "Kindness Cards" to schools and will encourage community participation through the Town's social media site.

Adoption of Agenda

The agenda was circulated prior to the meeting; there was one amendment - to add Item #7: Energy Audit discussion.

Motion #17-029

Councillor Coombs/Deputy Mayor Pearson

Bet it resolved that the agenda as presented prior to the meeting and amended is approved by Council.

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

Minutes of the Meeting of February 21, 2017

The minutes of the meeting of February 21, 2017 were circulated prior to the meeting. The following changes were requested: Page 1 - correct a typo and Page 8 - Motions # 17-022 and #17-033 should indicate that Deputy Mayor Pearson did vote in favour of the motions.

Motion #17-030

Councillor Coombs/Deputy Mayor Pearson

Be it resolved that the minutes of February 21, 2017 are adopted as circulated, reviewed and amended.

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

Business Arising from Minutes and/or Action Sheet

There was one matter tabled as business arising; however it was a personnel issue and therefore was deferred to a privileged session at the end of the public meeting.

EXECUTIVE COMMITTEE REPORT

(Mayor Power, Chair; Deputy Mayor Pearson, Councillor Dan Greene, Resource Person - CAO)

A report on the Executive Committee meeting held on February 17, 2017 was circulated prior to the meeting for Council's information. There was one recommendation arising from the meeting.

Amendment to Project Scope of Work

The Executive Committee recommends that Council approve a motion to revise the scope of work for Project #17-CWWF-17-00089 from the replacement of 200 services lines in Dunville to replacement of 68 service liens and adjacent waterline.

Motion #17-031

Deputy Mayor Pearson/Councillor Greene

Be it resolved that Council approves the motion to revise the scope of work for Project #17-CWWF-17-00089 from the replacement of 200 services lines in Dunville to replacement of 68 service lines and adjacent waterline.

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

The Mayor briefly summarized other topics presented in the report:

A job description has been created and approved for the position of Manager of Tourism, Marketing and Communications.

The YMCA has expressed an interest in operating a daycare program out of the arena and the Town will support them in the same way they supported the Community Youth Network group when they operated Camp Chaos from there; that is to offer the facility rent free. More details will be distributed by the YMCA through the schools as plans progress.

Provincial funding approval has been received to complete upgrades at the Arts Centre, i.e. to improve floor, lighting, sound, etc. It is anticipated that ACOA will approve their share of the funding in the near future and work will commence upon receipt.

The water connection from Clarke's Pond to Dunville has been identified as the priority project for the Town of Placentia to apply for anticipated Capital Works funding. Mayor Power will lobby politically at Federal and Provincial levels for funding.

Husky Energy has not confirmed that they are ready to move forward with their project in Argentia. Mayor Power has reached out to speak to officials of the company to ensure that the Town is properly informed and to reiterate the Town's stance on local hiring and supply.

Snow Clearing Contract Issues

New information provided today prompted the Mayor to ask that the discussion on snow clearing operations and penalties be deferred for further review by the Municipal Services Committee. The CAO reminded Council of the appeal process that contractors can and should follow - she is available to meeting at any time to discuss concerns or they can be addressed to Council in writing. Mayor Power asked Council and staff to find a solution to satisfy all parties.

Fire Department Training Centre

Mayor Power reported that, with sincere thanks to sponsorship from a number of agencies, the Town of Placentia and the Placentia Volunteer Fire Department will be moving forward with plans for a new fire training centre. Acknowledgements were made for Nalcor's donation of six sea cans to build the structure, to the Department of Fisheries and Oceans for contribution of an office trailer, the Port of Argentia for the land lease and the College of the North Atlantic for agreeing to provide site preparation by their Heavy Equipment Operator's class.

Fire Truck

The new fire truck has been commissioned. Invitations are being extended to our local MHA and to the Minister of Municipal Affairs to attend an official event at the Fire hall to unveil the new addition to the Fire Department fleet. The proposed date is March 1st which will be confirmed upon receipt of acceptance of the invitation to the Ministers.

FINANCE COMMITTEE REPORT

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

Accounts Payable

The Finance Committee recommended that Council approve the Accounts Payable Transaction Journal dated February 10, 2017 in the amount of \$111,984.70.

Motion #17-032

Councillor Greene/Councillor Nash

Be it resolved that the Accounts Payable Transaction Journal dated February 10, 2017 in the amount of \$111,984.70 is approved.

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

Manhole Repair - Blockhouse

The Finance Committee recommended that Council approve payment of Afonso Group Limited's Invoice #20118 in the amount of \$6,950.27 for work performed on the manhole at Blockhouse Road beach area following damage as a result of the December storm surge.

Motion #17-033

Councillor Greene/Councillor Woodman

Be it resolved that the motion to pay Afonso Group Limited's Invoice #20118 in the amount of \$6,950.27 for work performed on the manhole at Blockhouse Road beach area following damage as a result of the December storm surge is approved.

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

Cheque Register - General Account

The Finance Committee recommended that Council approve the Cheque Register dated February 9, 2017 in the amount of \$155,142.73 for cheques numbered 025326 through to 025386.

Motion #17-034

Councillor Greene/Councillor Nash

Be it resolved that the Cheque Register dated February 9, 2017 in the amount of \$155,142.73 for cheques numbered 025326 through to 025386 is approved.

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

Cheque Register - Special Accounts

The Finance Committee recommended that Council approve the Special Accounts Cheque Register for the month of February 2017.

Motion #17-035

Councillor Greene/Councillor Woodman

Be it resolved that the Special Accounts Cheque Register for the month of February 2017 is approved.

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

Visa Statement

The Finance Committee recommended that Council approve the Visa statement dated December 29, 2016 to January 27, 2017 in the amount of \$1,393.04 .

Motion #17-036

Councillor Greene/Councillor Nash

Be it resolved that the Visa statement dated December 29, 2016 to January 27, 2017 in the amount of \$1,393.04 is approved.

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

Vehicle Purchase - Toyota

The Finance Committee recommended that Council approve the financing of a new 2016 Toyota Rav 4 as per 2017 budget approval with 72 payments at \$474.35 per month.

Motion #17-037

Councillor Greene/Councillor Woodman

Be it resolved that the financing of a new 2016 Toyota Rav 4 as per 2017 budget approval with 72 payments at \$474.35 per month is approved.

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

Vehicle Purchase - Silverado

The Finance Committee recommended Council approve the financing of a new 2017 Chevrolet Silverado as per 2017 budget approval with 72 payments of \$795.22 per month.

Motion #17-038

Councillor Greene/Councillor Nash

Be it resolved that the financing of a new 2017 Chevrolet Silverado as per 2017 budget approval with 72 payments of \$795.22 per month is approved.

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

Sander Purchase

The Finance Committee recommended Council approve the purchase and installation of a sander for the Public Works Department at a cost of \$7,929.25, HST included.

Motion #17-039

Councillor Greene/Councillor Nash

Be it resolved that the purchase and installation of a sander for the Public Works Department at a cost of \$7,929.25, HST included is approved.

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

Account # FABUL001

The Finance Committee recommended Council write-off of uncollectible business tax on Account #FABUL001 in the amount of \$2,039.82.

Motion #17-040

Councillor Greene/Councillor Nash

Be it resolved that Council approves the write-off of uncollectible business tax on Account #FABUL001 in the amount of \$2,039.82.

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

Account #YOUT.001

The Finance Committee recommended Council approve the write-off of uncollectible arena rental fees on Account #YOUT.001 in the amount of \$386.00.

Motion #17-041

Councillor Greene/Councillor Nash

Be it resolved that Council approves the write-off of uncollectible arena rental fees on Account #YOUT.001 in the amount of \$386.00.

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

Account # TAYLO001

The Finance Committee recommended Council approve the write-off of uncollectible business tax on Account #TAYLO010 in the amount of \$908.00.

Motion #17-042

Councillor Greene/Councillor Woodman

Be it resolved that Council approves the write-off of uncollectible business tax on Account #TAYLO010 in the amount of \$908.00.

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

Account #BAILE002

The Finance Committee recommended Council approve the adjustment of \$788.35 to Account #BAILE002 for business tax charged when the business was not in operation; this adjustment is to be applied to current taxes owing on Account #BAILT001 as per agreement with the account holder.

Motion #17-043

Councillor Greene/Councillor

Be it resolved that the adjustment of \$788.35 to Account #BAILE002 for business tax charged when the business was not in operation is approved; this adjustment is to be applied to current taxes owing on Account #BAILT001.

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

7:26 p.m. *The CAO excused herself from the meeting during discussion on the following motion.*

Harbour Drive Repairs

The Finance Committee recommended Council approve the expenditure of approximately \$2,575.20 plus tax based on current standing offer prices to supply and place rock/fill on the washed out seawall cribbing on Harbour Drive.

Motion #17-044

Councillor Greene/Deputy Mayor Pearson

Be it resolved that the expenditure of approximately \$2,575.20 plus tax based on current standing offer prices to supply and place rock/fill on the washed out seawall cribbing on Harbour Drive is approved.

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

7:27 p.m. *The CAO returned to the meeting.*

At approximately 7:30 p.m. two observers left the meeting.

PUBLIC WORKS COMMITTEE REPORT

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

#745-759 Main Road, Dunville - Accessory Building Permit Application

The Public Works Committee recommended that Council approve the application for an accessory building permit to construct a shed at #745-759 Main Road, Dunville as per the submitted application.

Motion # 17-045

Councillor Woodman/Councillor Coombs

Be it resolved that the motion for an accessory building permit to construct a shed at #745-759 Main Road, Dunville is approved as per the submitted application.

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

#61 Blockhouse Road - Occupancy Permit

The Public Works Committee recommended that Council approve the application from Devine Decor Event Rentals for an occupancy permit at Placentia Mall, #61 Blockhouse Road.

Motion # 17-046

Councillor Woodman/Councillor Coombs

Be it resolved that the motion from Devine Decor Event Rentals for an occupancy permit at Placentia Mall, #61 Blockhouse Road is approved.

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

NL Power - Pole Installation Application

The Public Works Committee recommended that Council approve NL Power’s application to install two poles and three anchors to provide service at a new house at Shaw’s Lane, Southeast.

Motion #17-047

Councillor Woodman/Councillor Coombs

Be resolved that Council approves NL Power’s application to install two poles and three anchors to provide service at a new house at Shaw’s Lane, Southeast

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

Vendor Permit Applications

The Public Works Committee recommended that Council approve the following Vendor Permit applications:

- 1) Kinetic Contracting Ltd. - to operate a general contracting/landscaping business
- 2) Northern Lights Painting – to operate an interior/exterior painting business
- 3) Whole Person Psychotherapy – to operate a personal counseling business
- 4) Our Lady of Angels Parish – for ticket Sales at Placentia Mall
- 5) Sacred Heart Parish, St. Bride’s – for ticket sales at Placentia Mall
- 6) Dunville Health Care Auxiliary – for ticket sales at Placentia Mall
- 7) St. Martin’s Anglican Church – for ticket sales at Placentia Mall.

Motion #17-048

Councillor Woodman/Councillor Coombs

Be it resolved that The Vendor Permits listed are approved as presented.

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

Mayor Power was pleased to note that there are new service businesses included in this month’s approved permits.

7:31 p.m. Councillor Coombs declared conflict as the owner of the property to be discussed in the next motion and left the meeting.

Amendment of Permit #129-2016

The Public Works Committee recommends that Council approve the amended application from Townside Hardware for permit #129-2016 to reflect drawings revised to meet municipal regulations relative to parking in a commercial development zone with the stipulation that the applicant acknowledges that any future business operations at this site must meet all municipal guidelines.

Motion #17-049

Councillor Woodman/Deputy mayor Pearson

Be it resolved that Council approves the amended application from Townside Hardware for permit #129-2016 to reflect drawings revised to meet municipal regulations relative to parking in a commercial development zone with the

stipulation that the applicant acknowledges that any future business operations at this site must meet all municipal guidelines.

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

7:32 p.m. Councillor Coombs returned to the meeting.

Sale of Sander

Council approve the sale of the Town's electric sander when the new replacement sander that is being purchased is installed.

Motion #17-050

Councillor Woodman/Councillor Greene

Be it resolved that Council approves the sale of the Town's electric sander when the new replacement sander that is being purchased is installed.

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

Councillor Collins arrived at the meeting at *approximately* 7:35 p.m. having been delayed due to work commitments.

Standing Offer - Equipment Rental

The Town frequently solicits standing offer prices for services provided to try and obtain the best possible price for expending public funds. At the current time a standing offer is being prepared for rental of heavy equipment; staff prepared the tender documents to include a price for mobilization and demobilization that is required by provincial law for certain types of heavy equipment. Council discussed the merit of that inclusion but did not come to agreement on the issue.

Councillor Nash made a motion to refer the discussion back to the Finance Committee; however there was no seconder.

When the following motion was tabled, the CAO excused herself and left the meeting during the discussion.

Motion #17-052

Councillor Coombs/Deputy Mayor Pearson

It was moved that Council approve the removal of mobilization and demobilization from the standing offer tender and that the tender be issued for flat rental rates only.

Discussion on the motion

At the e-mail request of Councillor Collins following the last Council meeting, management compiled accounting figures on the cost of mobilization and demobilization and had them on hand to provide at the meeting. When Councillor Collins stated she was denied the information, Mayor Power retrieved the information from the CAO's desk that she had the accounting staff retrieve for Councillor Collins and provided same verbally to all Council in the CAO's absence. Councillor Collins argued that the names of the businesses should be revealed and the Mayor called a point of order.

POINT OF ORDER

Council's mandate is to direct policy as outlined in the Councillor's Handbook, not to be involved in the day-to-day operations of the Town. Council should not interfere in operations, just set policies and let staff implement them.

Councillor Collins again stated she was denied the information requested however this was not the case as the information was prepared prior to and on hand for review at this meeting.

It was suggested the motion to remove mobilization and demobilization from the standing offer be withdrawn and the matter be referred back to Committee but the mover of the motion did not want to withdraw; he wanted a vote taken. Mayor Power called for the vote:

Vote on Motion #17-052

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

Motion #17-053

Councillor Nash/Councillor Greene

Be it resolved that the motion to refer the Standing Offer-Equipment Rental to the Finance Committee for clarification and recommendation is approved.

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

The CAO returned to the meeting.

MUNICIPAL & COMMUNITY SERVICES COMMITTEE REPORT

(Councillor Frank Coombs, Chair; Councillors Dan Greene & William Woodman; Resource Person - CAO)

The Municipal Enforcement Officer's report was circulated prior to the meeting, some items highlighted included the following.

The Committee has requested that the Municipal Enforcement Officer patrol Second Pond to ensure safeguards are in place for the protected water supply area. Signs will be purchased and erected in that area as soon as possible that ban swimming, hunting, fishing, camping, etc. Public Works is asked to ensure that the gates to the watershed area are locked at all times.

It was noted that there are a few dogs regularly on the loose in Townside. Municipal Enforcement will be requested to increase patrols.

RCMP Meeting

The CAO gave a brief overview of her meeting with the RCMP Detachment Commander. The report that was circulated to Council dealt with staffing, current investigations, a recent break-in at a local business and an update on the DARE program.

CULTURE & TOURISM COMMITTEE REPORT

(Deputy Mayor Keith Pearson, Chair; Councillors Noella Collins; Resource Person - CAO)

Wild Rose awards will be presented to 28 recipients at a ceremony to be held on March 20th in recognition of their community beautification efforts.

There is a committee formed whose mandate it is to fundraise and see upgrades to the grotto with the ultimate installation of the statute of St. Bernadette in the Legacy Garden being part of the plan.

A tourism app has been developed for the Town that is very user friendly; Council is pleased with the app and believes it will be a useful tool for visitors and residents alike.

French Basques rowers will visit Placentia this summer and make this the launch site for the first leg of their journey from here to Petite Forte before proceeding on to St. Pierre which is the ultimate destination.

Preparations for the 2017 Voices of Placentia Bay Festival are progressing well.

Spanish Basque travelers will visit Placentia during this summer. The Town of Placentia will play host to the Mayor of Plentzia and during the visit a ceremony will be held to twin Plentzia with Placentia.

Council was reminded that Rum Ragged will be performing at the Arts Centre Saturday night as a part of Winter Carnival.

RECREATION COMMITTEE REPORT

(Councillor Noella Collins, Chair; Councillor Frankie Nash; Deputy Mayor Keith Pearson; Resource Person - CAO)

Winter Carnival begins later this week; event information was mailed to households earlier this week; Council and staff are encouraged to get out and join in the festivities.

The Town is entered in this year's *Find Your Fit Challenge* and the Facilities Manager will facilitate the sharing of a Participaction 150 Playlist in celebration of Canada's 150th Birthday.

The Recreation NL Conference takes place in Deer Lake during May, participation is being considered by members of the Recreation Committee.

ECONOMIC DEVELOPMENT COMMITTEE REPORT

(Councillor Frankie Nash, Chair; Deputy Mayor Keith Pearson; Councillor Noella Collins; Resource Person - CAO)

Rhonda Power, Facilities Manager was thanked for her quick action inviting Minister Mitchelmore to the next Lunch and Learn (dated to be determined around the Ministers schedule). It is hoped he will participate in the Town's unveiling of the new tourism app.

Councillor Nash attended the Placentia Area Chamber of Commerce's recent strategic planning session. She noted that even though attendance was low, it was a very worthwhile and informative meeting.

The Legendary Coast Craft Workshop is scheduled for March 21st at the Arts Centre. The fee is just \$25 and crafters are encouraged to attend.

HONEYWELL PRESENTATION

Council met previous to the public meeting to continue discussion on the energy opportunity assessment that was performed by Honeywell; the results of the audit were presented to Council on January 30 and following today's discussion it was agreed to move forward. The Town will realize an upgrade of approximately \$555,000 to municipal facilities, mainly PARC Arena but others as well, which will be paid for solely from the energy savings realized from improvements made. Council agreed to begin the process for energy improvements.

Motion #17-054

Deputy Mayor Pearson/Councillor Greene

The motion to move forward with the proposal to improve facilities and reduce energy where the cost of the project is offset by the energy savings is approved.

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

Councillors Comments

The following comments were presented by Councillors:

One councillor stated she needs more time to review council packages prior to the meeting due to work.

Population of the area has declined by about 2000 since 1996 which is an alarming statistic.

The Town needs to get its posters and other promotional material on the Marine Atlantic ferry to encourage tourists to visit.

The Public Works Supervisor reiterated, when asked, that the Dunville Ozone System has exceeded its “best before” date; the system is obsolete and parts are very difficult to obtain. It was noted that the edge of the ice around the pond is brown and this is going to recreate problems with the coming of the spring thaw.

The Port of Argentia Board Renewal process is started and application forms for the three available positions can be accessed on the Port's web site or by calling their office.

Privileged Session

At 8:29 p.m. Council entered into a privileged session to discuss a personnel issue at the request of Councillor Coombs.

ADJOURNMENT

Mayor Power declared the regular public meeting concluded at 8:28 p.m.

MAYOR WAYNE D. POWER, MAYOR

CHARLOTTE HICKEY, CAO

DATE