



MINUTES

A public meeting of the Placentia Council was held Tuesday, March 15, 2016 at the Town Hall with the following in attendance:

Mayor:	Wayne D. Power	CAO:	Ed O’Keefe
Deputy Mayor:	Keith Pearson	Public Works Supervisor:	Harold Power
Councillors:	Noella Collins	Admin. Office Manager:	Mary Greene
	Frank Coombs	Executive Assistant:	Debbie Gear
	Dan Greene		
	Frankie Nash	Observer: (1)	C. M. Hickey
	William Woodman		

Mayor Power called the meeting to order at 7:15 p.m.

Proclamation

Mayor Power declared the month of March 2016 to be Nutrition Month in the Town of Placentia calling on all residents to eat well and take a “100 Meal Journey” toward healthy eating habits.

Adoption of Agenda

The agenda for the meeting of March 15, 2016 was circulated prior to the meeting.

Motion #16-039

Councillor Coombs/Councillor Woodman

Be it resolved that the agenda for the March 15, 2016 meeting is approved by Council.

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

Minutes of the Meeting of February 16, 2016

The minutes of the meeting of February 16, 2016 were circulated prior to the meeting. There were no errors or omissions noted.

Motion #16-040

Councillor Nash/Councillor Woodman

Be it resolved that the minutes of February 16, 2016 are adopted as circulated.

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

Business Arising from Minutes and/or Action Sheet

A letter was sent to the resident of Fort Louis Road who wanted to purchase land; there has been no response to that correspondence.

A second request was sent to the Department of Transportation and Works on February 22, 2016 asking for no jake brake signage. This letter was acknowledged by departmental staff however no further correspondence has been received.

The standing offer request for electricians closes on March 22, 2016.

Teslagistics was sent a letter of approval in principle; there has been nothing further from them since this letter was sent on February 18, 2016.

EXECUTIVE COMMITTEE REPORT

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

The Executive Committee made recommendations to ratify the following motions:

Ratification of Motion to Hire

At the privileged session of Council held March 15, 2016 it was moved by Deputy Mayor Pearson, seconded by Councillor Dan Greene and approved by Council (6:1) that Ms. Charlotte Hickey be hired for the position of Chief Administrative Officer.

Motion #16-041

Deputy Mayor Pearson/Councillor Dan Greene

Be it resolved that Council approves the hiring of Mrs. Charlotte Hickey in the position of Chief Administrative Officer with date of hire effective April 4, 2016.

(CARRIED 6:1 Mayor Power, Deputy Mayor Pearson, Councillors Coombs, Greene, Nash and Woodman voted in favour of the motion; Councillor Collins voted against the motion.)

This matter was discussed in a privileged session held prior to the public meeting. Councillor Collins congratulated Mrs. Hickey and asked that it be recorded that her reasons for voting against the motion were not personal; she voted against the motion to ratify the hiring because of the starting salary being paid to her.

Ratification of Motion for Staff Annual Increases

At the privileged session of Council held March 15, 2016 it was moved by Deputy Mayor Pearson, seconded by Councillor Dan Greene and approved by Council (6:1) that the hourly wage increases effective April 1, 2016 for non-union staff be approved as presented.

Motion #16-042

Deputy Mayor Pearson/Councillor Dan Greene

Be it resolved that Council approves an hourly increase for non-union staff effective April 1, 2016 as presented.

(CARRIED 6:1 Mayor Power, Deputy Mayor Pearson, Councillors Coombs, Greene, Nash and Woodman voted in favour of the motion; Councillor Collins voted against the motion.)

Summer Staffing

A request submitted for consideration to alter the approved number of weeks for some seasonal staff was referred to management with the suggestion that duration of employment remain as discussed and approved during the budget process.

Meeting with Officials re Husky and Vale

Mayor Power and CAO Ed O'Keefe met with Minister Siobhan Coady and her staff members. It was reported that the Minister is receptive to Council's request that Husky Energy be held to the requirement of their agreement with the province wherein they will construct graving dock gates in Argentina.

With reference to the grant for the swimming pool construction, Minister Coady suggested that government and the company (Vale) were still finalizing details in relation to disbursement of the Vale Community Investment funding. The Minister committed to ensuring that the Town of Placentia receives information as it becomes available and asked her Executive Assistant to red flag this issue for her.

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 March 3, 2016 in the amount of \$52,097.08.

Motion #16-043

Councillor Greene/Councillor Nash

Be it resolved that the Accounts Payable Transaction Journal dated March 3, 2016 in the amount of \$52,097.08 is approved.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, 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 March 3, 2016 in the amount of \$193,299.63 for cheques numbered 024239 to 024337.

Motion #16-044

Councillor Greene/Councillor Woodman

Be it resolved that the Cheque Register dated March 3, 2016 in the amount of \$193,299.63 for cheques numbered 024239 to 024337 is approved.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, 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 March 2016.

Motion #16-045

Councillor Greene/Councillor Nash

Be it resolved that the Special Accounts Cheque Register for March 2016 is approved.

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

Visa Statement

The Finance Committee recommended that Council approve the Visa statement dated January 5 to February 4, 2016 in the amount of \$247.78.

Motion #16-046

Councillor Greene/Councillor Woodman

Be it resolved that the Visa statement dated Jan. 5 to Feb. 4, 2016 in the amount of \$247.78 is approved.

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

Account #ARGEN020 - Request for Tax Adjustment

The Finance Committee recommended that Council deny the request for a tax adjustment on account number ARGEN020 as the business is currently operational.

Motion #16-047

Councillor Greene/Councillor Nash

Be it resolved that the request for a tax adjustment on account number ARGEN020 is denied because the business is currently operational.

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

Request to Waive Permit Fee

The Finance Committee recommended that Council approve the request from Three Sisters Pub to waive the permit fee of \$150.00 for interior commercial renovations of a minor nature.

Motion #16-048

Councillor Greene/Councillor Woodman

Be it resolved that request from Three Sisters Pub to waive the permit fee of \$150.00 for interior commercial renovations of a minor nature is approved because there is no change in capacity or in the footprint of the building.

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

Account #HARDA001 - Permit Issue

The Finance Committee recommended that Council approve the request for waiver of permit requirement to operate a hair salon for Account # HARDA001 as the resident confirms that she does not operate a salon.

Motion #16-049

Councillor Greene/Councillor Nash

Be it resolved that the request for waiver of permit to operate a hair salon by the owner of Account # HARDA001 is approved; the resident confirms that she does not operate a salon.

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

Councillor Woodman declared himself in conflict on the following issue and left Chambers.

Account #HENNL001 - Permit Issue

The Finance Committee recommended that Council deny the request for waiver of permit fee from Account #HENNL001 as the resident confirmed that she is providing a service for revenue.

Motion #16-050

Councillor Greene/Councillor Nash

Be it resolved that the request for waiver of permit fee from Account #HENNL001 is denied as the resident confirmed in writing that she is providing a service for revenue.

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

Councillor Woodman returned to Chambers.

Goldstone Realty - Permit Issue

The Finance Committee recommended that Council deny the request for waiver of permit fee from Goldstone Realty; minimum business tax is required by any business operating in the municipality.

Motion #16-051

Councillor Greene/Councillor Woodman

Be it resolved that the request for waiver of permit fee from Goldstone Realty is denied; minimum business tax is required by any business operating in the municipality.

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

PMA - Request for Donation

The Finance Committee recommended that Council deny Professional Municipal Administrators' request for a donation to the upcoming convention.

Motion #16-052

Councillor Greene/Councillor Councillor Nash

Be it resolved that the request for donation to the Professional Municipal Administrators organization is denied.

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

Arthritis Society - Request for Donation

The Finance Committee recommended that Council deny the request for a \$100.00 donation to the Arthritis Society.

Motion #16-053

Councillor Greene/Councillor Woodman

Be it resolved that the request for a \$100.00 donation to the Arthritis Society is denied.

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

Approval of Expenditure - Overhead Doors

The Finance Committee recommended that Council approve the expenditure of \$1,638.00 plus HST to repair the overhead doors at the Fire Hall.

Motion #16-054

Councillor Greene/Councillor Nash

Be it resolved that Council approves advertising for sale by tender of Town owned property at #8 Frecker Place with costs of survey and legal expenses to be recovered from the sale.

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

Collins Subdivision - Permit Fee

Management was asked to poll other communities to see how they handle the charging of a permit fee for development of a subdivision; this information will be brought back to committee for further discussion.

PUBLIC WORKS COMMITTEE REPORT

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

Permit Applications

#53-63 Prince William Drive - Application to Construct a New Residence

The Public Works Committee recommended that Council deny the application to construct a fourth new residence at 53-63 Prince William Drive as the development exceeds the permitted percentage of land development regulation.

Motion # 16-059

Councillor Woodman/Councillor

Be it resolved the application to construct a fourth new residence at 53-63 Prince William Drive is denied as the development exceeds the permitted percentage of land development regulation.

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

#14 Frecker Place - Application for An Accessory Building Permit

The Public Works Committee recommended that Council approve the application to construct a shed at #14 Frecker Place, Dunville.

Motion # 16-060

Councillor Woodman/Councillor

Be it resolved that the application to construct a shed at #14 Frecker Place, Dunville is approved.

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

#39 Old Settlement Hill - Application for An Accessory Building Permit

The Public Works Committee recommended that Council approve the application to construct a shed at #39 Old Settlement Hill, Freshwater pending confirmation from Public Works Supervisor that the location plan is received.

Motion # 16-061

Councillor Woodman/Councillor

Be it resolved that the application to construct a shed at #39 Old Settlement Hill, Freshwater is approved.

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

#2 Orcan Drive - Application for Commercial Renovations

The Public Works Committee recommended that Council approve the application to construct a non-load bearing interior wall at #2 Orcan Drive, Placentia.

Motion # 16-062

Councillor Woodman/Councillor

Be it resolved that the application to construct a non-load bearing interior wall at #2 Orcan Drive, Placentia is approved.

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

Lawton's Drug Store - Application for Commercial Renovations

The Public Works Committee recommended that Council approve the application for commercial renovations to Lawton's Drug Store.

Motion # 16-063

Councillor Woodman/Councillor

Be it resolved that the application for commercial renovations to Lawton's Drug Store is approved.

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

Crown Land Application - Route 91

The Public Works Committee recommended that Council approve the application for crown land at Route 91, Southeast Road.

Motion # 16-064

Councillor Woodman/Councillor

Be it resolved that the application for crown land at Route 91, Southeast Road is approved.

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

Crown Land Application - Route 91 near Beaver Pond

The Public Works Committee recommended that Council approve the application for crown land off Route 91, Southeast Road near Beaver Pond pending approval from all other government agencies.

Motion # 16-065

Councillor Woodman/Councillor

Be it resolved that the application for crown land off Route 91, Southeast Road near Beaver Pond is approved pending approval from all other government agencies.

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

Vendor Permit - Butler's Fish Truck

The Public Works Committee recommended that Council approve the application for a vendor permit to operate Butler's Fish Truck.

Motion # 16-066

Councillor Woodman/Councillor

Be it resolved that the application for a vendor permit to operate Butler's Fish Truck is approved.

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

Vendor Permit - Hickey's Veggie & Fish Market

The Public Works Committee recommended that Council approve the application to operate Hickey's Veggie & Fish Market.

Motion # 16-067

Councillor Woodman/Councillor

Be it resolved that the application to operate Hickey's Veggie & Fish Market is approved.

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

#16 Prince William Drive - Sign Application

The Public Works Committee recommended that Council approve the application to replace an existing sign at #16 Prince William Drive.

Motion # 16-068

Councillor Woodman/Councillor

Be it resolved that the application to replace an existing sign at #16 Prince William Drive is approved.

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

Request for Easement

The Public Works Committee agrees with the request from Mr. David Maher for an easement on Town owned property to install a sewer line for residential development at #745-759 Main Road Dunville on condition that Mr. Maher have a survey completed and approved by the Town.

Account #KERRC004 - Refusal to Pave or Upkeep Roadway

Correspondence was received from the owner(s) of property under Account #KERRC004 stating that the Town has permitted connection to his water line and has issued development permits in this area using roadway from Kelly Crescent as an access route. The resident considers the Town as having accepted responsibility for the roadway because of this and denies responsibility for any further road maintenance.

The Town did not give anyone permission to connect to the water line because it is not the Town's line. This is an issue between the property holder, his contractor and the other resident in which the Town will not be involved. The property owner will be held to the terms of the original permit which include the stipulation that the road must be brought up to municipal standards and paved before the Town accepts responsibility. No further permits will be issued in this area until such time that existing conditions are met.

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 to Council for information purposes. Arising out of the report was the suggestion that the MEO encourage residents to use the services of Mollie's Dream when they need assistance with cats.

OH&S Concerns

Fort Louis Extension - Pavement Repairs

Residential concerns about the condition of Fort Louis Extension pavement have prompted the Municipal Enforcement Officer to discuss same with Workplace Health and Safety Compensation Commission. Council is in agreement that they should be invited to view the situation and make a recommendation on how to safely meet the needs of the residents while ensuring the safety of the staff and/or contractor performing the work.

Eye Wash Stations

It was suggested that all public works vehicles be equipped with eye wash stations.

Clean Up Period

It was recommended that Council start a "**Keep It Clean**" blitz to not only encourage people to clean up their properties but to deter littering on public roads.

CULTURE & TOURISM COMMITTEE REPORT

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

The Deputy Mayor informed Council that Volunteer week is April 10 - 16, 2016 and there is a volunteer luncheon being held at the Dunville Lions Club on the 13th.

Information on the Seniors of Distinction awards nominations will be posted on the Placentia media sites for anyone wishing to nominate a candidate.

The Townscape review will continue with another public meeting to be held in the near future; the Town is waiting on a date to be set with Tract to proceed with this.

An application has been made to Archives Canada for funding to digitize BAY TV tapes.

There is a mural project being planned to celebrate Canada 150; staff are collecting information on the plans for the mosaic.

Municipal Awareness Day is May 11, 2016 and it is suggested that the Mayor host a mock council for the public. Additions to the web site were also suggested.

Information gathering is ongoing with New Ross County Wexford on possible twinning between them and the Town of Placentia.

Funding of \$12,000.00 has been received toward the 2016 Voices of Placentia Bay Festival.

RECREATION COMMITTEE REPORT

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

Winter Carnival 2016 was a successful event although three of the twenty-three events had to be cancelled due to weather and/or lack of snow. The event expenses were within budget with approximately \$1,600 in donations were received. Next year's carnival is set for February 23-27.

Find Your Fit Challenge will be promoted again this year and Town staff will be encouraged to participate.

A public tender request will be issued for the Southeast Playground equipment in an effort to get the best pricing possible.

A request had been submitted to the Finance Committee for approval for participation in the Recreation Newfoundland & Labrador Conference.

Council was reminded of the upcoming year end ice show with Elvis Stojko as guest skater. This event takes place on March 21, 2016. The Town is an event sponsor and there are two tickets available for Council to use.

There was discussion between Placentia Area Development Association and the Town on the use of space in the arena for a fitness room. There will be plans formulated for same when the new swimming pool and arena enhancements are done; however there is an interest for interim use of such a venue. This matter will be discussed further bearing in mind the need for change rooms/showers, etc. The CAO advised that engineering be consulted to ensure that the second story floor is stable enough to support this activity.

Consideration is being given to increasing ice rental rates and formulating a cancellation policy for next season's use of PARC arena.

ECONOMIC DEVELOPMENT COMMITTEE REPORT

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

There was no regular meeting of the Economic Development Committee this month; however the Chair, Councillor Nash advised Council that plans for the April Lunch and Learn with Harvey's are progressing.

BRIEFING NOTES

There were two briefing notes circulated for Council's information; one regarding meetings with the Minister of Natural Resources and the Town's lawyers and the second dealing with the meeting with Tract Consulting on the Townscape Development and Cultural Heritage Master Plan Review.

COUNCILLORS' COMMENTS

Councillor Collins asked if there was any update on the legal dispute between residents in Freshwater regarding trailer parking and noise. The matter is still with the lawyers.

Councillor Woodman extended a warm welcome to Ms. Charlotte Hickey and offered his experienced advice as she makes the transition into municipal government.

Deputy Mayor Pearson wished outgoing CAO Ed O'Keefe the best of luck to him, and his family, in his retirement. He recognized Ed as a CAO who did the best for not only the Town but for its residents and he thanked him for his dedication to the job all day every day whether it was a work day or a holiday.

Councillor Nash reiterated the Deputy Mayor's comments and congratulated him on entering into a new phase of his life that the rest of us are waiting to enjoy. She offered him the wish that he can reap and enjoy the benefits of all his hard work.

Councillor Nash had attended the recent Avalon Regional Meetings and commended the Mayor on the fine facilitating job he did as Avalon Director. It was a jam packed and informative agenda. Councillor Nash did note two things from that session: 1) if you receive an honorarium from any organization you are considered an employee of that group; and 2) Fire and Emergency Services gave an excellent presentation during the event.

Regarding the latter, Councillor Nash noted that she reiterates her desire to see more of the Placentia Volunteer Fire Department in Council chambers to ensure that the relationship of the Fire Department's service to Council is cohesive and that there is open communication.

Councillor Greene expressed his gratitude to the outgoing CAO noting that Ed is hard working, honest, fair and ensured that things were done the right way. He will be missed.

Mayor Power took a few moments to outline some of the achievements of CAO Ed O'Keefe in his ten years of employment with the Town noting that he was a good manager who kept everyone and everything in line and in place whether you agreed with him or not. He was noted for being fair and good to not only the Mayor but to all Council in and out of chambers.

Ed was at the helm when the new Town Hall, the Cultural Arts Centre, and the Fire Hall were all funded and built. He was largely responsible for the impressive work done on the Town Square and the ongoing project for the Legacy Garden work. There were many, many capital works projects completed on his watch including the town square infrastructure and paving work, Prince William Drive and Blockhouse Road infrastructure upgrades and paving, repairs to the Beach Road wave wall and boardwalk. He was key in getting a comprehensive study done on the water supplies for Placentia and a plan to single source same over a number of years which started with upgrades to the intake in Jersey side and has seen completion of Phase I in Freshwater line replacement. Most recently he has negotiated government funding to replace the water reservoir in Freshwater and the one in Jersey side and to replace the boards at PARC arena.

He capitalized on government funding where possible for a leak detection program and for upgrades to booster stations and outfalls throughout the amalgamated Town. He waded his way

through mandatory Integrated Community Sustainability Plan, updates to the Town's Municipal Plan, a couple of revisions to the Strategic Plan and participation in regionalization plans for waste management. He lobbied government for a number of years for a new fire truck and attained success in that regard this year; he made plans for emergency power generation at the Fire Hall and recently the Town Hall. He carried the Town through tropical storm Chantal, Hurricane Igor and Hurricane Bill (both weather and the former Mayor) and other storms. He was involved in negotiations of importance to the Town including discussions with Vale and Husky and had a positive attitude toward government contacts, community groups and residents.

Thank you, Mr. O'Keefe for those and all other accomplishments during your tenure as Chief Administrative Officer. Best wishes in retirement - may you get many miles in on your Harley and hit ignore on your phone whenever you want, and.....

**May the winds of fortune sail you,
May you sail a gentle sea.
May it always be the other guy
Who says, "This drink's on me."**

ADJOURNMENT

The meeting concluded at 8:45 p.m.

MAYOR WAYNE D. POWER

CHARLOTTE M. HICKEY, CAO

Date