

## **MINUTES**

A public meeting of the Placentia Council was held Tuesday, June 20, 2017 at the Town Hall with the following in attendance:

<b>Mayor:</b>	Wayne D. Power	Charlotte Hickey, Chief Administrative Officer
<b>Deputy Mayor:</b>	Keith Pearson	Rhonda Power, Mgr. Tourism, Marketing & Communication.
<b>Councillors:</b>	Dan Greene	Mary Greene, Manager of Finance
	Frankie Nash	Gord Pike, Mgr. of Recreation & Community. Programming
	William Woodman	Debbie Gear, Executive Assistant
<b>Absent:</b>	Councillor Collins (Vacation)	
	Harold Power, Public Works Supervisor (Medical)	<b>Spectators: Ten</b>

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Mayor Power called the meeting to order at 7:10 p.m.

### **Congratulations**

Prior to the start of the meeting, Mayor Power recognized local residents who achieved personal milestones in their respective disciplines this past month.

Mr. Dan Meade of Dandy Dan's Seafoods received the Newfoundland Association of the Community Business Development Corporation's 2017 Business of the Year award.

Ms. Amy O'Reilly was the recipient of this year's Newfoundland and Labrador Varsity Regional Recognition award.

Ms. Brittany McCarthy of Ferndale took home the 2017 Premier's Athletic Award for excellence in sports.

In addition to the individual achievements mentioned above, Mayor Power extended congratulations to the 2017 Graduating Class from Laval High School.

Thank you goes out to Mr. Clem O'Keefe, Sr. of Freshwater, our most senior volunteer who recently took it upon himself to paint the hydrant in front of his place and who maintains the winch near the Blockhouse Road Gazebo on a regular basis. His work is much appreciated.

Congratulations was extended to the Special Olympic Law Enforcement Torch Run who raised approximately \$5,500 to support our local group of Special Olympians as they attend events in St. John's competing against hundreds of other participants.

### **Proclamation**

Mayor Power visited students of St. Anne's Academy and declared June 2017 as Recreation Month in the Town of Placentia while there. The event included a Zumba session with Alyssa Reid for all students.

### **Adoption of Agenda**

The agenda was circulated prior to the meeting.

**Motion #17-135**

**Councillor Greene/Councillor Woodman**

Be it resolved that the agenda for the June 20, 2017 Council meeting as presented prior to the meeting is approved by Council.

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

**Minutes of the Meeting of May 16, 2017**

The minutes of the meeting of May 16, 2017 were circulated prior to the meeting. There was one duplicate numbering issue noted.

**Motion #17-136**

**Councillor Nash/Councillor Woodman**

Be it resolved that the minutes of May 16, 2017 are adopted as circulated and amended.

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

Council asked for an update on paving; this was deferred to discussion during the Public Works Committee meeting report.

**EXECUTIVE COMMITTEE REPORT**

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

A report on the Executive Committee meeting held on June 15, 2017 was circulated prior to the meeting for Council's information. The following were recommendations from the committee:

**Title Change**

The Executive Committee recommended that Council approve the change of title from Administrative Office Manager to Manager of Finance as recommended in the non-bargaining unit agreement.

**Motion #17-137**

**Deputy Mayor Pearson/Councillor Greene**

Be it resolved that Council approves the change of title from Administrative Office Manager to Manager of Finance as recommended in the non-bargaining unit agreement.

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

**Vehicle Use Policy**

The Executive Committee recommended that Council approve the amendment to the Vehicle Use Policy originally approved by Council in June of 2016 to reflect discretion in using town owned vehicles for travel to and from work. This is as per direction from the Special Committee struck to review the policy; wording is as per the 2017 Non-Bargaining Unit Agreement and attached to this document.

**Motion #17-138**

**Deputy Mayor Keith Pearson/Councillor Greene**

Be it resolved that Council approves the amendment to the Vehicle Use Policy originally approved by Council in June of 2016 to reflect discretion in using town owned vehicles for travel to and from work.

**(CARRIED 4:1: Mayor Power, Deputy Mayor Pearson, Councillors Nash and Greene voted in favour of the motion; Councillor Woodman voted against the motion.)**

### **Sale of Assets**

The Executive Committee recommended that Council approve the sale of surplus assets as identified on the attached list that are no longer required for the Town's use.

### **Motion #17-139**

#### **Deputy Mayor Pearson/Councillor Greene**

Be it resolved that Council approves the motion for sale of surplus assets as identified on the attached list that are no longer required for the Town's use.

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

### **Memorandum of Understanding**

Council approve a Memorandum of Understanding with archaeologist Steve Mills to provide professional services during the months of June, July, August and September 2017 at a cost of \$1,000 per month as per the prepared agreement.

### **Motion #17-140**

#### **Deputy Mayor Pearson/Councillor Greene**

Be it resolved that Council approves the motion for a Memorandum of Understanding with archaeologist Steve Mills to provide professional services during the months of June, July, August and September 2017 at a cost of \$1,000 per month as per the prepared agreement.

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

### **Code of Conduct**

The Executive Committee received a draft Code of Conduct for Councillors and Code of Conduct for Employees; these documents will be reviewed and a recommendation will be forthcoming for the July Council meeting.

### **Recruitment for Manager**

The Public Works Supervisor has confirmed his retirement date; management will initiate the process of finding a suitable candidate to fill the role of Public Works Manager to allow suitable time for job shadowing.

### **Pool Update**

Negotiations are still ongoing with the Province; Mayor Power has been in discussion with the Minister and the Town will supply the information required by him to deal with this matter at that level of government. In the interim, the Placentia Lions and the Town of Placentia continue to meet for planning purposes as required.

### **Federation of Canadian Municipalities Convention Report**

Mayor Power and CAO Charlotte Hickey attended the FCM Convention in Ottawa and were pleased with the networking opportunities that strengthened provincial ties and opened the way to form new contacts at the national level. Valuable information was gathered regarding funding possibilities, particularly as they relate to energy efficiencies and the Town's upcoming project with Honeywell. Discussions with other local municipalities on their tourism related projects yielded important information on projects involving the Cape Shore Loop and Irish connections. Included in the overall experience was the the chance for the Mayor to have input on resolutions affecting rural communities,

one in particular urging community consultation on decisions by the Federal government to withdraw any of their services from municipalities without input or notice. All in all, the conference was deemed a very good session.

Both representatives also had opportunity to network with municipal leaders from across the country and with federal ministers and members of parliament.

### **Recreation Handbook**

Recreation staff have prepared a guideline for recreation employees which was circulated to Council with their meeting package. The Executive Committee has reviewed and recommended that the document be adopted for use this summer. Council is prepared to approve the handbook on condition that it remain open for amendment as required.

### **Motion #17-141**

#### **Deputy Mayor Pearson/Councillor Nash**

Be it resolved that Council approves the motion to adopt the Recreation Handbook (June 2017) as circulated on condition that the document remain open for amendment as required.

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

### **Placentia Theatre d'Heritage (PATH) Funding**

The Town was made aware that PATH's application for a Job Creation Partnership from Advanced Education, Skills and Labour for their summer program was not approved. Mayor Power and our local MHA lobbied the province at the ministerial level and were successful in getting the decision reversed; verbal approval that funding will be allocated for this summer's program has been received and official word is expected in the near future.

### **Husky Project**

The Executive Committee is meeting with Husky Energy on Friday, June 23, 2017 to be updated on their project and to discuss subcontractor permit requirements.

Due to the anticipated increase in traffic on Route 100, Council asked that the RCMP be contacted to increase patrols on Route 100 in particular; but it was noted that all areas of the Town need a proactive plan to ensure public safety and comfort. Management will also approach government once again with a request to place "NO JAKE BRAKE" signage at the entrance to Dunville from Argentia.

Council was reminded of the citizen's meeting being held on Thursday coming to discuss issues related to Route 100..

### **Port of Argentia**

The Town of Placentia and Port of Argentia will meet at a date to be determined to exchange information on items of mutual interest.

### **Mayor's Statement on Fraud and Forgery Case**

The court case ended with sentencing late last month. The Mayor's statement on behalf of Council was read at this public meeting. Council requested that this statement be published on the Town's web site; a copy is attached to these minutes.

## **FINANCE COMMITTEE REPORT**

*(Councillor Dan Greene, Chair; Councillors William Woodman & Frankie Nash; Resource Person - Manager of Finance)*

### **Accounts Payable**

The Finance Committee recommended that Council approve the Accounts Payable Transaction Journal dated June 8, 2018 in the amount of \$41,280.75.

#### **Motion #17-142**

#### **Councillor Greene/Councillor Nash**

Be it resolved that the motion to approve the Accounts Payable Transaction Journal dated June 8, 2018 in the amount of \$41,280.75 is adopted.

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors 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 June 8, 2017 in the amount of \$319,848.37 for cheques numbered 025665 to 025762.

#### **Motion #17-143**

#### **Councillor Greene/Councillor Woodman**

Be it resolved that the motion to approve the General Account Cheque Register dated June 8, 2017 in the amount of \$319,848.37 for cheques numbered 025665 to 025762 is adopted.

**(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors 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 June 2017.

#### **Motion #17-144**

#### **Councillor Greene/Councillor Nash**

Be it resolved that the Special Accounts Cheque Register for the month of June 2017 is adopted.

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

### **Visa Statement**

The Finance Committee recommended that Council approve the Visa statement for the period April 28 to May 29, 2017 in the amount of \$1,619.24.

#### **Motion #17-145**

#### **Councillor Greene/Councillor Woodman**

Be it resolved that the motion to approve the Visa statement for the period April 28 to May 29, 2017 in the amount of \$1,619.24 is adopted.

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

### **Annual Tax Recovery Plan**

The Finance Committee recommended that Council approve the Annual Tax Recovery Plan presented by the Administrative Office Manager in compliance with the Department of Municipal Affairs and Environment's requirement to receive provincial government assistance.

**Motion #17-146**

**Councillor Greene/Councillor Nash**

Be it resolved that the motion to approve the Annual Tax Recovery Plan presented by the Administrative Office Manager in compliance the Department of Municipal Affairs and Environment's requirement to receive provincial government assistance is adopted.

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

**Backhoe Lease Purchase**

The Finance Committee recommended that Council approve the lease purchase of a 2016 Case 580 Backhoe at a monthly cost of \$2,484.28 plus HST over a 60 month period with a \$10.00 buy out at the end of the lease.

**Motion #17-147**

**Councillor Greene/Councillor Woodman**

Be it resolved that the motion to approve the lease purchase of a 2016 Case 580 Backhoe at a monthly cost of \$2,484.28 plus HST over a 60 month period with a \$10.00 buy out at the end of the lease is carried.

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

**Mobility Contracts**

The Finance Committee recommended that Council approve the cessation of contracts with Bell Mobility and entering into a service agreement with Telus Mobility which will result in cost savings for the Town.

**Motion #17-148**

**Councillor Greene/Councillor Nash**

Be it resolved that the motion to approve the cessation of contracts with Bell Mobility and entering into a service agreement with Telus Mobility which will result in cost savings for the Town is adopted.

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

**Advertising - Husky Project Edition of Natural Resources**

The Finance Committee recommended that Council approve advertising in the Natural Resources Magazine (Husky Project Edition) at a cost of \$2,650.00 plus HST. (The ad will highlight that the Town of Placentia is home to Port of Argentia and Husky Energy; the magazine will be at oil shows, in major hotels, on Marine Atlantic vessels, etc.)

**Motion #17-149**

**Councillor Greene/Councillor Nash**

Be it resolved that the motion to approve advertising in the Natural Resources Magazine (Husky Project Edition) at a cost of \$2,650.00 plus HST is adopted

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

**Canada 150 Celebrations Funding**

The Finance Committee recommended that Council approve the expenditure of \$1,500.00 for Canada 150 Celebrations.

**Motion #17-150**

**Councillor Greene/Councillor Woodman**

Be it resolved that the motion to approve the expenditure of \$1,500.00 for Canada 150 Celebrations is carried.

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

**Quote for Parks & Greenspace Flowers**

The Finance Committee recommended that Council approve the expenditure of \$2,750.00 plus HST to purchase flowers and have them planted at the Town's parks and facilities by Hickey's Greenhouse.

**Motion #17-151**

**Councillor Greene/Councillor Nash**

Be it resolved that the motion to approve the expenditure of \$2,750.00 plus HST to purchase flowers and have them planted at the Town's parks and facilities by Hickey's Greenhouse is adopted.

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

The Recreation Department will undertake responsibility for watering/maintenance of the flower beds over the summer.

**Recreation Supplies**

The Finance Committee recommended that Council approve the purchase of varied recreation supplies at a cost of \$1,444.33 plus HST.

**Motion #17-152**

**Councillor Greene/Councillor Woodman**

Be it resolved that the motion to approve the purchase of varied recreation supplies at a cost of \$1,444.33 plus HST is carried.  
is adopted.

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

**Youth Ventures - Fee Waiver**

The Finance Committee recommended that Council waive the cost of application fee and business taxes for young entrepreneurs working through Youth Ventures for the period June until the end of August 2017 in support of summer student employment.

**Motion #17-153**

**Councillor Greene/Councillor Nash**

Be it resolved that the motion to waive the cost of application fee and business taxes for young entrepreneurs working through Youth Ventures for the period June 2017 until the end of August 2017 in support of summer student employment is adopted.

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

**Paving Funds**

The Finance Committee recommended that Council approve up to \$100,000 for paving of municipal streets. This is in advance of pricing in order to be ready to move if pricing is suitable when the paving company is here in the area.

**Motion #17-154****Councillor Greene/Councillor Nash**

Be it resolved that the motion to approve a budget of up to \$100,000 for paving of municipal streets from the Special Projects account is adopted pending submission of the list of streets for Public Works approval.

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

**Shredding of Dated Documents**

Council is required to keep financial records for a seven year period. The Manager of Finance is requesting that Council approve the shredding of fiscal records for the period January 1 to December 31, 2007, 2008 and 2009.

**Motion #17-155****Councillor Greene/Councillor Nash**

Be it resolved that Council approves the motion to shred fiscal records for the period January 1 to December 31, 2007, 2008 and 2009.

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

**RBC Meeting**

Managers met with a representative of the Royal Bank of Canada on June 17, 2017 to discuss fees and service charges. The RBC stated that the Town of Placentia is counted amongst the highest rated municipalities in the province for their banking, reporting, information sharing, etc.

**PUBLIC WORKS COMMITTEE REPORT**

*(Councillor William Woodman, Chair; Councillor Dan Greene; Resource Person - Public Works Supervisor)*

The Public Works Committee recommended that the following Accessory Building Permit Applications numbered 1 to 10 be approved as per submitted and with the attached conditions:

1. the application to construct a personal use shed at #20 Murphy's Lane, Freshwater with the stipulation that the structure not be greater than 80% of the square footage of the primary building and not greater than 6m in height.
2. the application to extending an existing personal use garage at #2-4 Churchill Avenue, Placentia with the stipulation that the construction was comply with municipal regulations with respect to boundary limits.
3. the application to construct a shed at #231-235 Bond's Path, Southeast with the stipulation that the structure not be greater than 80% of the square footage of the primary building and not greater than 6m in height.
4. the application to construct a shed at #6 Jubilee Road, Townside Placentia with the stipulation that the structure not be greater than 80% of the square footage of the primary building and not greater than 6m in height.
5. the application to construct a storage shed at #49 Lake's Road, Dunville with the stipulation that the structure not be greater than 80% of the square footage of the primary building and not greater than 6m in height.
6. the application to extend an existing deck at #276 Bond's Path, Southeast as per the application submitted.
7. the applications to construct a patio at #505 Southeast Road as per the application submitted.
8. the application to construct a deck at #5 Jubilee Road as per the application submitted.



9. the application to construct a deck at #2-4 First Street, Freshwater as per the application submitted..
10. the application to construct a fence at #163 Freshwater Crescent as per the application submitted.

**Motion #17-156**

**Councillor Woodman/Councillor Greene**

Be it resolved that the motion to approve the Accessory Building Permit Applications numbered 1 to 10 outlined below is adopted as per the submitted applications and with the conditions attached to each.

1. the application to construct a personal use shed at #20 Murphy's Lane, Freshwater with the stipulation that the structure not be greater than 80% of the square footage of the primary building and not greater than 6m in height.
2. the application to extending an existing personal use garage at #2-4 Churchill Avenue, Placentia with the stipulation that the construction was comply with municipal regulations with respect to boundary limits.
3. the application to construct a shed at #231-235 Bond's Path, Southeast with the stipulation that the structure not be greater than 80% of the square footage of the primary building and not greater than 6m in height.
4. the application to construct a shed at #6 Jubilee Road, Townside Placentia with the stipulation that the structure not be greater than 80% of the square footage of the primary building and not greater than 6m in height.
5. the application to construct a storage shed at #49 Lake's Road, Dunville with the stipulation that the structure not be greater than 80% of the square footage of the primary building and not greater than 6m in height.
6. the application to extend an existing deck at #276 Bond's Path, Southeast as per the application submitted.
7. the applications to construct a patio at #505 Southeast Road as per the application submitted.
8. the application to construct a deck at #5 Jubilee Road as per the application submitted.
9. the application to construct a deck at #2-4 First Street, Freshwater as per the application submitted.
10. the application to construct a fence at #163 Freshwater Crescent as per the application submitted.

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

**#1 Augusta Avenue - Occupancy Application**

The Public Works Committee recommended that Council approve the application to operate offices at #1 Augusta Avenue, Argentia pending approval from all other government agencies.

**Motion #17-157**

**Councillor Woodman/Deputy Mayor Pearson**

Be it resolved that the motion to approve the application to operate offices at #1 Augusta Avenue, Argentia is adopted pending approval from all other government agencies.

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

The Public Works Committee recommended that Council approve the application to remediate property at #12 Marquise Avenue, Argentia formerly owned by the Argentia Management Authority pending approval from all other government agencies.

**Motion #17-158**

**Councillor Woodman/Deputy Mayor Pearson**

Be it resolved that the motion to approve the application to remediate property at #12 Marquise Avenue, Argentia formerly owned by the Argentia Management Authority is adopted pending approval from all other government agencies.

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

**Crown Land #17-01**

The Public Works Committee recommended that Council ratify the approval of the application for crown land (17-01) located south of Beaver Pond.

**Motion #17-159**

**Councillor Woodman/Councillor Greene**

Be it resolved that the motion to ratify the approval of the application for crown land (17-01) located south of Beaver Pond is adopted.

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

**Vendor Applications**

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

- Placentia Bay Age Friendly Fair to sell tickets at Placentia Mall
- David J. Maher to operate a mobile High-tech Pressure Washing business
- Bob's Fish Truck to vend in the Placentia area
- Power Play Sports to sell sports equipment in the Placentia area

**Motion #17-160**

**Councillor Woodman/Councillor Nash**

Be it resolved that the motion to approve the following Vendor Permit Applications is adopted as per the list below.

- Placentia Bay Age Friendly Fair to sell tickets at Placentia Mall
- David J. Maher to operate a mobile High-tech Pressure Washing business
- Bob's Fish Truck to vend in the Placentia area
- Power Play Sports to sell sports equipment in the Placentia area

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

**Approval in Principle**

The Public Works Committee recommended that Council grant Approval in Principle to *Shanties on the Sound* to construct 12 cabins and 100 campsites on a designated area near Drummers' Pond on Fox Harbour Road pending approval from all government agencies and interested parties including Port of Argentia. This is not a permit to build; before construction commences, a comprehensive development plan must be approved by the Town of Placentia that meets the guidelines pertaining to rural zoning.

**Motion #17-161**

**Councillor Woodman/Councillor Nash**

Be it resolved that the motion to grant Approval in Principle to *Shanties on the Sound* to construct 12 cabins and 100 campsites on a designated area near Drummers' Pond on Fox Harbour Road pending approval from all government agencies and interested parties including Port of Argentia is adopted. This is not a permit to build; before construction commences, a comprehensive development plan must be approved by the Town of Placentia that meets the guidelines pertaining to rural zoning.

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

**Eastern Regional Services Board - Service Level Agreement**

The Executive Committee recommended that Council approve the renewal of the waste collection Service Level Agreement between the Eastern Regional Services Board and the Town of Placentia for the period January 1, 2018 to December 31, 2020.

**Motion #17-162**

**Councillor Greene/Deputy Mayor Pearson**

There was no vote on this motion; the matter was referred back to the Public Works Committee with the request for further review.

**Flooding Concern - Morrissey's Lane**

Residential concerns that the development in the area of Morrissey's Lane will result in flooding of neighbouring properties was discussed with the engineering firm responsible for the design. The Town has been assured that all things were taken into consideration and the development plan will result in even better safeguards against flooding for all property owners in that area.

**MUNICIPAL & COMMUNITY SERVICES COMMITTEE REPORT**

*(Councillor Councillors Dan Greene & William Woodman; Resource Person - CAO)*

**Community Cleanup**

Council commended Public Works Supervisor and his crew for the great job they are doing to keep the Town clean and tidy and to the Facilities Maintenance and his crew for the improvements they are making to the Town's infrastructure. There are a number of items that have been on the Town's maintenance list for a number of years such as the Freshwater Bridge repair and cannons repair and it is good to see them being completed.

**Hydrant Flushing**

Public Works is requested to flush the hydrants in the vicinity of Bruley and Bartlett Streets and all roads in between in an effort to improve the color and odor of the water.

**Regatta Day Holiday**

The Municipal Services Committee recommended that Council approve the motion to declare Regatta Day to be a Civic Holiday in the Town of Placentia to be observed on the day that the Regatta is held.

**Motion #17-163****Councillor Greene/Councillor Woodman**

Be it resolved that the motion to declare Regatta Day to be a Civic Holiday in the Town of Placentia to be observed on the day that the Regatta is actually held is adopted.

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

**Fire Department Report**

The Fire Chief's Departmental Report for the second quarter of 2017 was submitted. In summary there were approximately 10 fire calls, three sprinkler or false alarms, seven instances of assistance resulting from wind storm and one vehicle collision and one wire down. There was considerable training done both in-house and with Fire and Emergency Services. Congratulations and thanks are extended to volunteer firefighters and welcome to this quarter's new members.

**Dog Park Request**

Correspondence was received from a resident requesting that the Town construct a dog park. This resident had been advised the last time she approached Council that a committee comprised of the concerned residents should identify their goals and provide the Town with their plan on how they would achieve them. The Town only has 35 dogs licensed this year. The CAO will respond to the correspondence and invite the resident and/or her committee to meet with her to discuss this further.

**Dumping in the Watershed Area**

Council received a residential observation that there was dumping taking place once again at the Wye; the Department of Transportation was contacted immediately and asked to cease same. This was done and the contractor vacated the area the same day. The Town has since contacted Departmental officials and the Minister's office requesting that the Department of Transportation have soil testing conducted to ensure there is no contamination and that they put up proper barricading in the form of guard rails and reinstall the Town's signage that was removed in the process.

**Brush Cutting**

The Town requested funding from the province to do brush cutting along provincially owned roads in the municipality. A grant of \$25,000 was received and staff is working on compiling a list of the areas requiring attention.

**Dunville Service Lines Project**

Council was reminded of the Town's meeting regarding water line work starting in Dunville next month. The meeting takes place at 6:00 p.m. Thursday, June 22, 2017 at the Dunville Lion's Club.

**CULTURE & TOURISM COMMITTEE REPORT**

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

The Culture and Tourism Committee Report was distributed prior to the meeting. Highlights noted by the Committee Chair were presented as indicated below.

**Roundtable on Labour Shortage**

There was a roundtable discussion on labour shortage hosted by the Association for New Canadians held at the Arts Centre on June 16th. Mayor Power, Councillor Frankie Nash, Charlotte Hickey, CAO and Rhonda Power, Manager of Tourism, Marketing and Communication attended.

### **PATH Funding**

Mayor Power learned that the Placentia Area Theatre d'Heritage would not be funded provincially this year and immediately lobbied our MHA, Hon. Sherry Gambin-Walsh and followed up with a second letter to Minister Gerry Byrne stating reasons why that decision should be reversed. An update is that the Mayor had been advised that discussions were held and that a level of funding will be forthcoming.

### **Multi-Cultural Celebration**

This year's observance of Canadian Multiculturalism Day will take place at the Arts Centre on June 27th; all Councillors are invited to attend.

### **Ocean Endeavour**

The cruise ship *Ocean Endeavour* will anchor in Placentia tomorrow, June 21st and visitors will come ashore by zodiac.

### **Plentzia/Placentia Twinning**

A delegation from the Basque Country is being hosted by the Town of Placentia for four days which will include site tours, receptions and an official *Twinning Ceremony* on June 21st. This will be elaborated on at the end of this meeting.

### **Upcoming Events**

Other upcoming tourism related events include the following:

- Canada Day Celebrations (watch for details from our Tourism Department)
- Ternua 2017 kick off - events scheduled for July 26 - 28
- Voices of Placentia Bay Festival - August 4 - 6
- Swearing in of New Canadians at the Arts Centre - August 4

Confirmation of the schedule will be circulated to Council; residents are advised to follow the Town's App, Facebook and Website for times of all events.

### **Town's Communication Efforts**

Recent development of the Town's App is receiving favourable response from the general public; the app is free for downloading at the App Store.

Placentia Aware - Community Notification System is up and running; residents should make an effort to register for inclusion to be notified of emergency situations and to opt for any other features such as service interruptions or tourism activities/events they may wish to receive.

### **Research Project**

The Town played host to an evening with Dr. Maxine Keoghan, Dr. Nora Duggan and Ms. Tigerlily Keoghan while they were here researching Irish Emigration and Trade to Newfoundland and Labrador. The Town of Placentia was urged to continue to build on its relationship with Ireland and the delegation offered to assist with a future twinning initiative with New Ross, County Wexford.

### **RECREATION COMMITTEE REPORT**

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

The Recreation Committee Report was distributed prior to the meeting. Highlights noted by the Committee Chair were presented as indicated below.

Mr. Gord Pike, the Town's new Manager of Recreation and Community Programming, offered thanks for the opportunity to help develop the recreation program in the Town and for the cooperation from other staff in helping him settle into this position. He has been reviewing the Town's Recreation Plan and meeting with stakeholders.

Plans are being finalized for the Southeast Playground official opening scheduled to take place July 9, 2017.

The community softball group are working toward a self-sufficient individual association responsible for their own mandate.

The Manager of Recreation and Community Programming is working toward the formation of a Recreation Oversight Committee (ROC) that will include one representative from each community recreation or sporting committee.

The Boys Under 12 Fast Patch tournament will be held in Placentia this year; to date this is the only confirmed for this summer.

Work is continuing on the fields in this area; the fence at the Placentia field was installed this week and the silica has been removed from the Dunville field for safety reasons. As well, the warning track and sods have been worked on in Dunville.

Interest in ball hockey continues to grow and there are teams heading of to the Provincial tournament.

With support from the Dunville Lions Club and the Freshwater Community Centre, there are enough items gathered to open a temporary fitness room at the arena. There will be a small pay per use fee to help maintain equipment.

The Town welcomes Ms. Melanie Whyte to the position of Summer Coordinator for the duration of the summer recreation program. Summer students have been hired by the Placentia Area Development Association as Leaders for the summer program.

Insufficient enrollment has caused the YMCA to decide they will not be offering the Day Program they initially planned for Placentia. The Town had offered the same support they had given to the previous provider and will offer the same to any other credible group that may come forward with an approved program.

The Boardwalk has now been painted and is looking good; the gazebo and rails are also repaired. The walking bridge in Freshwater has been repaired and is open for pedestrian use again and cannons are being restored for Fort Frederick and St. Luke's Cemetery. Thank you to our maintenance group for achieving these jobs and others that have been our list for some time; with the new staff maintenance is getting the attention it needs.

## **ECONOMIC DEVELOPMENT COMMITTEE REPORT**

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

The Age Friendly Fair took place recently and was reported to be a success by the Placentia Area Chamber of Commerce. Their Placentia Bay Industrial Showcase is scheduled for September 20th and 21st.

A group of 18 representatives comprising the Governor General's Study Group toured the Town of Placentia. They were impressed with what Placentia has to offer. There was positive feedback from the group and one participant - a Chief Economist with Scotia Bank - tweeted that the Town of Placentia is "*resilience in action - it survives and thrives*".

Argentia Gold will be next presenter at the Lunch and Learn to be hosted by the Placentia Area Chamber of Commerce; the date will be advised when confirmed.

French Francophones will tour from east to west of Canada in the near future. The Manager of Tourism, Marketing and Communication will report further on this at the next committee meeting.

### **COUNCILLORS' COMMENTS**

It was noted that the town's Public Works crew are actively working on repairing potholes in the Town's subdivisions - they filled holes in Southeast last week, Ville Marie Drive this week and will concentrate on Frecker Place next week. The Town is lobbying for acceptable pricing to pave several of the streets in the works condition.

#### **Welcoming of Delegation from the Basque Country**

Prior to adjourning the meeting, Mayor Power acknowledged and welcomed Mayor David Crestelo and his delegation of three City Councillors from Plentzia, Basque Country. Mayor Power spoke of the strong connection between the Basque Country and Placentia since the 1500's when the Basque first arrive here. Welcome was also extended to the exchange student, Amar, who is providing interpretation services during the visit, including this meeting.

The Town of Placentia has been communicating with officials from Plentzia since 1999. History books say Placentia got its name from the Basque Fishermen who recognized the resemblance of Placentia to Plentzia. The Mayor concurs with the determinations of the history books after having visited Plentzia last year with Councillor Collins. Based on continued correspondence with Plentzia historian, Sabino discussing our connection; it was agreed that the relationship would be formalized with a ceremony to recognize our affiliations and to call ourselves sister towns.

Mayor and Council of Placentia are very pleased to welcome Mayor Crestelo and his Councillors here and have planned a full calendar of events for them until they depart our town on Friday afternoon. It is noted that we are flying the Plentzia flag since it was presented to us in 2011 and the Basque flag raised in 2017 will now be a permanent fixture in Chambers; the display case in the back of Chambers holds other objects of connection to Plentzia. An official document has been prepared for the official Twinning Ceremony that will outline the relationship we are establishing.

The Executive Committee is recommending that Council, in recognition of the relationship of the Basque with Placentia, Newfoundland and Labrador since the 16th century, approve the affiliation of Plentzia, Province of Biscay, Basque Country and the Municipality of Placentia as Sister Towns.

**Motion #17-164**

**Deputy Mayor Pearson/Councillor Greene**

Be it resolved that Council adopts the motion to recognize the relationship of the Basque with Placentia, Newfoundland and Labrador since the 16th century by approving the affiliation of Plentzia, Province of Biscay, Basque Country and the Municipality of Placentia as Sister Towns.

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

This is recognized as a great moment, Placentia is very excited and interested in education, culture and tourism exchanges and hopes our affiliation will help each other which is already being advanced with our students at Laval. The official twinning ceremony will take place at the Arts Centre on Wednesday, June 21st, doors open at 2:30; ceremony at 3:00 p.m.

**ADJOURNMENT**

There being no further business, the Council meeting adjourned at 7:05 p.m.



**MAYOR WAYNE D. POWER, MAYOR**



**CHARLOTTE HICKEY, CAO**

18 July 2017

**DATE**





## STATEMENT BY TOWN OF PLACENTIA FOLLOWING CONCLUSION OF THE JUDICIAL PROCESS INVOLVING FRAUD AND FORGERY PERPETRATED AGAINST THE TOWN

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The following statement was presented at the Public Council Meeting held on Tuesday, June 20, 2017:

*The Town of Placentia is thankful that the judicial process in relation to incidents of fraud and forgery perpetrated against the municipality has concluded. The Town respects the result of this process.*

*In the interest of a fair process the Town deemed it would not be appropriate to provide public comment or information during the conduct of the investigation and judicial proceedings related to this matter. Now that the process has concluded the Town wishes to provide the following information in relation to this incident:*

- *In December 2013, town officials discovered financial irregularities and immediately engaged the services of legal counsel, a certified forensic accountant and the Royal Canadian Mounted Police. In 2014 the services of an independent consultant for review of operational procedures was also obtained.*
- *The subsequent investigation identified a total loss to the Town of \$32,794.46. This was achieved through the production of fraudulent invoices and interception of properly processed cheques. These funds were obtained from budgeted amounts intended for consulting and conservation services in support of the Archaeology program.*
- *The town has recovered all misappropriated funds through its insurance policy.*
- *Throughout the investigation and review, the town was commended for the fiscal management controls that were in place. It was noted several times, by multiple parties, that the best internal controls are susceptible to fraud.*
- *The process also provided an opportunity to review operational procedures. While these were also identified as being strong, several adjustments have been made to strengthen some procedures and several new control policies have been successfully implemented. One example is the requirement for all consulting services to have a contract or memorandum of understanding in place prior to the commencement of a business relationship with the Town.*
- *The employee involved in this incident is no longer employed by the Town of Placentia. The individual retired effective January 1, 2014.*

*The Town of Placentia would like to thank all parties, including our staff and residents, for their cooperation and patience as this process unfolded. The Town would also like to reassure all residents and stakeholders that fiscal accountability, transparency and management is a priority for Council and that Council is confident that appropriate control measures are in place to accomplish this.*