

MINUTES

A public meeting of the Placentia Council was held Tuesday, October 21, 2014 at the Town Hall with the following in attendance:

Mayor: Wayne D. Power
Deputy Mayor: Keith Pearson
Councillors: Noella Collins
Frank Coombs
Dan Greene
Frankie Nash
William Woodman

Acting CAO Margie Hatfield
Public Works Super: Harold Power
Admin. Office Manager: Mary Greene
Executive Assistant: Debbie Gear

Absent: Ed O’Keefe, CAO (Illness)

Observers (2) Sherry Gambin-Walsh
Bernie Power

CALL TO ORDER

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

CONDOLENCES

Mayor Power requested that condolences be sent on behalf of Council to the family of the late Sam Newhook. Mr. Newhook was a founding member of the Dunville Council and a very prominent member of the community throughout his entire life.

Another prominent member of the community recently deceased is Mr. Jim King who was a member of the Placentia Volunteer Fire Department for over 25 years serving many of those as Captain. He remained an honorary member of the fire department and was the recipient of the Fire Services Exemplary Service medal. Condolences are extended to his family.

Bridge Update

Mayor Power told Council that the work is ongoing on the counterweights on the bridge. Collins Contracting/Land & Sea Welding are working on the east side counterweight connections. These should be completed this week; following that they will begin on the west side. The counterweight connection on the Placentia side is completed with only some welding to be to be done. Progress is still on schedule but work depends on weather and wind conditions.

Thank You to Staff

A special thank you was offered to staff and in particular to Manager of Town Affairs, Margie Hatfield who took the lead in keeping Council, staff and the general public informed on the activity of Hurricane Gonzalo.

ADOPTION OF AGENDA

The agenda dated October 21, 2014 was circulated to Council prior to the meeting.

Motion #14-192 Councillor Nash/Deputy Mayor Pearson

Be it resolved that the Agenda dated October 21, 2014 was adopted as circulated.

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

MINUTES OF THE MEETING of September 16, 2014

The minutes of the meeting held September 16, 2014 were circulated prior to the meeting.

Motion #14-193 Councillor Collins/Councillor Greene

Be it resolved that the minutes of September 16, 2014 are approved as circulated and perused.

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

Minutes of the Meeting of September 27, 2014 Planning Session

The minutes of the planning session held September 27, 2014 were circulated to Council prior to the meeting.

Motion # 14-194 Councillor Nash/Deputy Mayor Pearson

Be it resolved that the minutes of September 27, 2014 planning session are approved as circulated and perused.

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

Business Arising

Basil Fearn has checked the pump at the Dunville Water Treatment Plant; it could not be fixed on site so it has been readied for removal and will be transported to St. John's later in the week for repair. This procedure will have no effect on the quality of water in Dunville.

Contact was made with the Progressive Engineering for their comments on the drawings that were submitted for Frecker Place development and a report will be forthcoming.

Universal Construction was contacted via e-mail for a report on the construction road he is to install; however no reply has been received yet.

The radiator for the fire truck has been ordered but has not yet arrived.

The Public Works Supervisor will prepare specifications to offer the 2005 pickup for sale now that he has returned from vacation.

Staff will contact the NL English School District for a tally on the number of students using the various bus stops.

Discussion on the Blivet in Southeast is deferred until the CAO returns.

Snow Clearing Contract

The 2014-2017 snow clearing documents tender were deemed to be somewhat ambiguous by Council. After expressing concerns with equipment requirements and noting that Council should be open and fair to all potential bidders when advertising, Council referred the matter back to staff.

New Business

Mayor Power declared November 14, 2014 as World Diabetes Day and the month of November as Diabetes Awareness Month. Ms. Carol Ann Smith of the Diabetes Association has expressed an interest in conducting an awareness session in Placentia and will provide more details in the near future.

Canada Post Motion

The Canadian Union of Postal Workers has asked the Town of Placentia to pass a resolution opposing cuts and halting door to door delivery service until there is proper consultation. The following motion was tabled and approved.

Motion #14-195 Deputy Mayor Pearson/Councillor Coombs

Be it resolved that the Town of Placentia asks the Minister responsible for Canada Post that calls on the government to reverse the changes to services announced by Canada Post, and to look instead for ways to increase service and revenues in areas such as postal banking;

Be it further resolved that the Town of Placentia asks the Federation of Canadian Municipalities to request that the federal government properly consult with the public about what kind of postal service they need before allowing Canada Post to make such major changes to public postal service.

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

Gas Tax Motion

Motion #14-196 Deputy Mayor Pearson/Councillor Nash

Be it resolved that Council approves the Years 9, 10 & 11 (2014-2017) Gas Tax Allocations in the amount of \$469,328.00 to fund the Hickey's Lane Sewer System Replacement project.

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

EXECUTIVE COMMITTEE REPORT

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

The Executive Committee report was circulated prior to the meeting with one motion to be presented.

Municipal Plan Review

The Town has been reviewing the municipal plan and is now ready to go to public consultation. This part of the process requires Council approval.

Motion #14-197 Deputy Mayor Pearson/Councillor Dan Greene

Be it resolved that Council is prepared to adopt the Placentia Municipal Plan 2014-2024 and Placentia Development Regulations 2014-2024 as drafted by Dennis Knight MCIP and hereby submits them for review by the Land Use Planning Division, Department of Municipal and Intergovernmental Affairs.

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

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 October 10, 2014 in the amount of \$91,178.99.

Motion #14-198 Councillor Greene/Councillor Nash

Be it resolved that the Accounts Payable Transaction Journal dated October 10, 2014 in the amount of \$91,178.99 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 October 10, 2014 in the amount of \$627,595.08 for cheques numbered #022687 to 022751.

Motion #14-199 Councillor Greene/Councillor Nash

Be it resolved that the Cheque Register dated October 10, 2014 in the amount of \$627,595.08 for cheques numbered #022687 to 022751 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 October 2014.

Motion #14-200 Councillor Greene/Councillor Nash

Be it resolved that the Special Accounts Cheque Register for October 2014. 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 August 5 to September 4, 2014 in the amount of \$4,699.34.

Motion #14-201 Councillor Greene/Councillor Woodman

Be it resolved that the Visa statement dated August 5 to September 4, 2014 in the amount of \$4,699.34 is approved.

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

Claim for Tire Damage

The Finance Committee recommended that Council reject the claim of \$1,135.63 for damages to a tire and rim allegedly caused by a loose manhole cover (Account #GRIFK004).

Motion #14-202 Councillor Greene/Councillor Woodman

Be it resolved that the claim for tire damage (resident account # GRIFK004) is rejected on the basis that the Town had done its due diligence; the resident will be referred to the contractor to present his claim.

(CARRIED: 5:2 Mayor Power, Councillors Coombs, Greene, Nash, and Woodman voted in favour of the motion; Deputy Mayor Pearson and Councillor Collins voted against the motion.)

Pickup Truck Purchase

The Finance Committee recommended that Council approve the expenditure to purchase two (2) new Ford pickup trucks from the sole bidder, Cabot Ford Lincoln Sales Ltd. at a cost of \$37,548.75 plus HST each to be financed monthly as per budget planning.

Motion #14-203 Councillor Greene/Councillor Woodman

Be it resolved that the expenditure to purchase two (2) new Ford pickup trucks from the sole bidder, Cabot Ford Lincoln Sales Ltd. at a cost of \$37,548.75 plus HST each to be financed on monthly payment plan.

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

Request for Donation - St. Anne's Church

The Finance Committee recommended that Council reject the request from St. Anne's Church for a donation toward the purchase of new carpeting on the basis that this fundraiser is supported by taxpayers.

Motion #14-204 Councillor Greene/Councillor Nash

Be it resolved that the request from St. Anne's Church for a donation toward the purchase of new carpeting is rejected on the basis that this fundraiser is supported by taxpayers.

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

Permit Fee - Belfor Property Restoration

The Finance Committee recommended that Council amend the cost of the permit fee for Belfor Property Restoration to redo the roof at Aylward's Limited from \$150.00 to .009 of the cost of construction as per the tax structure and past precedent with Newfound Roofing.

Motion #14-205 Councillor Greene/Councillor Woodman

Be it resolved that the cost of the permit fee for Belfor Property Restoration to redo the roof at Aylward's Limited is adjusted from \$150.00 to .009 of the cost of construction as per the tax structure and past precedent with Newfound Roofing.

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

PUBLIC WORKS COMMITTEE REPORT

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

#246 Bond's Path, Southeast - Residential Construction Permit

The Public Works Committee recommended that Council approve a permit for the construction of a new residence at #246 Bond's Path, Southeast pending confirmation that construction does not interfere with access to the proposed right of way. Approval from all other government agencies is necessary and the applicant is responsible for the costs of connection to the Town's water supply.

Motion #14-206 Councillor Woodman/Councillor Coombs

Be it resolved that a permit or the construction of a new residence at #246 Bond's Path, Southeast is approved pending confirmation that construction does not interfere with access to the proposed right of way. Approval from all other government agencies is necessary and the applicant is responsible for the costs

of connection to the Town's water supply.

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

#18 Burnt Woods Place - Residential Construction Permit

The Public Works Committee recommended that Council approve the construction of a new residence at #18 Burnt Woods Place pending approval from all other government agencies; applicant is responsible for the costs of connection to the Town's water supply.

Motion #14-207 Councillor Woodman/Councillor Greene

Be it resolved that a permit for construction of a new residence at #18 Burnt Woods Place is approved pending approval from all other government agencies; applicant is responsible for the costs of connection to the Town's water supply.

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

#52 Harbour Drive - Residential Extension Permit

The Public Works Committee recommended that Council approve a permit for residential extension at #52 Harbour Drive, Dunville.

Motion # 14-208 Councillor Woodman/Councillor Greene

Be it resolved that the permit for residential extension at #52 Harbour Drive, Dunville is approved.

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

Shaw's Lane Development

The Public Works Committee recommended that Council approve in principle a request for a five lot subdivision development at 229 Shaw's Lane, Southeast. This is not a permit to build; before construction commences a comprehensive development plan must be approved by the Town of Placentia.

Motion #14-209 Councillor Woodman/Deputy Mayor Pearson

Be it resolved that Council approves in principle the request for a five lot subdivision development at 229 Shaw's Lane, Southeast. This is not a permit to build; before construction commences a comprehensive development plan must be approved by the Town of Placentia.

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

Water & Sewer Line Repair Policy

The Public Works Committee recommended that Council approve the policy entitled *Water & Sewer Line Repair* dated October 14, 2014.

Motion #14-210 Councillor Woodman/Councillor Coombs

Be it resolved that the policy entitled *Water & Sewer Line Repair* dated October 14, 2014 is approved as appended to these minutes.

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

Ratification of Permits

The Public Works Committee recommended that Council ratify the follow permit applications reviewed and approved by the Public Works department:

- a permit application from Metal World to install a lunchroom trailer at Marquise Avenue, Argentina.
- a vendor application for the operation of *Marlie's Shapes and Styles Salon* at #1117 Main Road, Dunville.
- an occupancy permit for *Power of Yoga* at Placentia Mall, #61 Blockhouse Road.
- a two month vendor application for *Christmas Creations* to sell wooden Christmas decorations.
- Newfoundland Power applications to:
 1. install one pole in Southeast or provide service to a garage located at 409-415 Southeast Road, Southeast.
 2. install two poles and two anchors to provide service to a new house at #100-112 Freshwater Crescent in Freshwater.
 3. install three poles and two anchors to provide service to a new house oat #24B Murphy's Lane, Freshwater.
- a permit for Suncor Energy to set up a marshalling yard in Argentina.

Motion #14-211 Councillor Woodman/Councillor Coombs

Be it resolved that Council approves the ratification of the following permit applications as reviewed and approved by the Public Works Supervisor and/or Public Works Lead Hand.

- a permit application from Metal World to install a lunchroom trailer at Marquise Avenue, Argentina.
- a vendor application for the operation of *Marlie's Shapes and Styles Salon* at #1117 Main Road, Dunville.
- an occupancy permit for *Power of Yoga* at Placentia Mall, #61 Blockhouse Road.
- a two month vendor application for *Christmas Creations* to sell wooden Christmas decorations.

- Newfoundland Power applications to:

- install one pole in Southeast or provide service to a garage located at 409-415 Southeast Road, Southeast.
- install two poles and two anchors to provide service to a new house at #100-112 Freshwater Crescent in Freshwater.
- install three poles and two anchors to provide service to a new house at #24B Murphy's Lane, Freshwater.
- a permit for Suncor Energy to set up a marshalling yard in Argentia.
(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Collins, Coombs, Greene, Nash, and Woodman voted in favour of the motion.)

MUNICIPAL 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 prior to the meeting.

It was noted that an effort is being made to remove debris from public areas known as the Woods Road and Fairy Tale Village.

Town of Placentia will be lending its expertise to the Town of Long Harbour as they develop policy and regulations regarding animal control.

Staff will check with the NL English School District for statistics of the number of bus shelters and users in the Placentia area.

Staff will check on replacing the damaged bus shelter on Freshwater Crescent.

Most of the groundwork for installation of the Town Hall/Cultural Arts Centre generator has been done. The contractor is waiting for delivery of the generator which is expected the end of October/early November.

The Deputy Mayor commended the fire department and other first responders on their preparedness in case of an emergency while the lift bridge was out of operation for a week. He also noted the importance of government understanding the need for appropriate signage etc. in times such as these.

CULTURE & TOURISM COMMITTEE REPORT

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

The Cultural & Tourism Committee report was circulated to Council prior to the meeting.

The Deputy Mayor commented on the good vision of the previous Council in getting the legacy garden project underway.

A rental rate structure will be formulated for use of the Cultural Arts Centre.

Restoration of the monument in the Town Square is still under investigation. Expertise is being sought on the feasibility of repairing it and/or moving it to the legacy garden. Discussion will continue with the experts.

Information on the sale of the book/chart on the Sweetman/Verran families did not reach the committee level in sufficient time to avail of the order deadline, therefore no purchases were made.

Attention was drawn to the calendar of events including the Christmas Craft Fair, Tree Lighting, Dunville Lions/Town of Placentia Santa Claus Parade and Winter Carnival. Volunteers are encouraged to participate.

RECREATION COMMITTEE REPORT

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

The Recreation Committee referred two purchase requests to the Finance Committee for approval; one for the purchase of an industrial dishwasher and the other for the purchase of two recycling units at a cost of \$500.00 each.

Issues with staffing and a possible board of directors at the arena will be considered by management.

The arena opens on October 15, 2014. It has been recommended at looking at an earlier opening next year; if user groups are interested in doing so they should give the Town notice in sufficient time to allow for cost analysis and budget preparation. There were some discussions on arena scheduling complaints but the Acting CAO explained that Town staff never selected time slots, users chose their own schedule from available hours.

Insurance work has been approved for repair to the Coal Yard Playground. Provincial Fencing is expecting it will take about six weeks to obtain the materials and they will start work upon receipt.

Management is expecting a site plan by mid week for the location of the Festival of Flags Placentia Bay Veteran Cenotaph in the legacy garden.

ECONOMIC DEVELOPMENT COMMITTEE REPORT

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

A one day session entitled “*It’s our Business*” will be held on December 2, 2014 at the Cultural Arts Centre with an invitation extended to local business/industry representatives. The intention is to establish an economic development group committed to identifying the challenges and successes of doing business in our area and to promoting equal opportunity for all.

Comments of Councillors

Councillor Coombs commended Councillor Woodman on the good work he does on the Public Works Committee.

Councillor Collins noted the excessive vehicle speeding throughout the Town. Mayor Power said he has recently spoken to Staff Sgt. Roger Flynn of the RCMP who advises they are working on an initiative to deal with that issue. The Department of Transportation & Works has committed to lending the Town a radar sign; contact will be made with Garry Spencer of the department to have the sign installed.

Deputy Mayor Pearson noted that the new Minister of Public Safety is due in Placentia on October 30, 2014 for the Chamber of Commerce AGM and suggested she should be advised of the problems on their roads with speeding, passing on solid lines, etc. affecting the safety of other motorists and pedestrians.

The Deputy Mayor would like to encourage lobbying the RCMP to reach their full complement in Placentia; Mayor Power advised that a new staff person is due at the detachment by the end of November.

The engineers newsletter on the work to be done on the water lines in the area is too lengthy; it needs to be condensed and sent out to the public a.s.a.p.

Congratulations were offered to Laval for hosting recent sporting events and for placing 1st in the AAA Provincial Boys’ Softball championships and 2nd in the AAA Provincial Girls’ Soccer championships.

Councillor Nash reminded of the upcoming Christmas events and urged volunteer participation.

Councillor Greene reiterated his opinion that the Arts Centre needs to function as a *go to* facility with events there once or twice a week. It needs to be promoted more; people need to be informed and urged to attend events. If its not going to work as it is, perhaps consideration needs to be given to someone other than the Town operating it, i.e. someone from the arts community.

Events that are well promoted are well attended, i.e. the Red Island presentation was a full house, but the past weekend's show was only attended by 10 people. Councillor Greene suggested forming a committee to deal with just this issue.

Mayor Power advised Council of the matter of the intention to move the boarding station escort 10 miles north up the bay. The Town is on the stakeholder's list and will participate in the review process and will hold a position against this move due to the increased danger risk to marine traffic.

Adjournment

The meeting concluded at 8:45 p.m.

Edward P. O'Keefe, CAO

Wayne D. Power, Mayor

Date

TOWN OF PLACENTIA

Policy & Procedure
WATER/SEWER REPAIR

PURPOSE The Municipality of Placentia requires a policy to define its responsibility with regard to emergency water and/or sewer repair to private properties. The policy fairly determines ownership of lines and alleviates unnecessary debate on at what point the Town of Placentia should assume liability for the cost of repair.

POLICY – WATER LINE /CONNECTION AND/OR REPAIR

CONNECTION The cost of connection of new service lines to the Town's main line is the full responsibility of the property owner and must be done at the property owner's boundary line. Connection is not to be made without prior approval and must be done under the supervision of the Town's Public Works Department.

REPAIR/

REPLACEMENT

All residences within the municipality are equipped with shut off valves at their property boundary (with exception of some older properties) that connect private service lines to the main water line. The Town of Placentia will assume responsibility for leak repair from the main line to the curb stop only.

EXCEPTION

In the event that the service line is located inside the boundary line (as in the instance of older residences) the Town of Placentia will accept one-time only responsibility for repair of the line and at the time of repair will install a curb stop at the boundary line.

POLICY – SEWER LINE REPAIR

The Town of Placentia accepts responsibility for repair and/or replacement of the main sewer line only; property owners are responsible for connection to and/or repair of their own residential line from the Town's main line to their residence.