



MINUTES

A public meeting of the Placentia Council was held April 28, 2020 via zoom teleconference:

Council

Mayor: Bernard S. Power

Mayor: Keith Pearson

Councillors: Jamilee Fitzpatrick
Lorraine Collins-Power
Jane Hynes
Kay Smith

Staff

Mary Greene, Manager of Finance, CAO(A)

Adam Greene, Public Works Superintendent

Rhonda Power, Manager of Tourism, Marketing & Comm

Kathryn Smith, Recording

Spectators: Zero (0)

Absent: Noella Collins (Work Commitments)
Debbie Gear (Medical Leave)

Mayor Power called the meeting to order at 7:40 p.m.

HOUSEKEEPING

Mayor Power opened the meeting by proclaiming that the week of May 4 – 9, 2020 is declared Economic Development Week in the Town of Placentia. All residents are encouraged to recognize the importance of Economic Development in our communities.

Mayor Power then proclaimed that the week of May 4 – 10, 2020 is declared CMHA Mental Health Week. During this time of covid-19, mental health is essential to everyone's health and wellbeing. This is a week to promote mental wellness especially as we cope with challenges to maintain social distancing and social isolation and protect mental health.

Council extends condolences to Adrian Healey on the passing of his wife, Theresa Healey. Adrian was a past employee of the Town and worked in our taxation department for several years. Our thoughts are with you at this difficult time.

Council extends condolences to the families of the victims of the recent shooting rampage in Nova Scotia. It was a tragic event that unfolded, and our deepest sympathy goes out to all the families of the victims and to the RMCP on the loss of their member, Constable Heidi Stevenson.

There is presently widespread flooding in Fort McMurray. There are many people from our town and province who live there. We hope that the situation gets under control quickly and pray for the safety of everyone in this hard time.

Today is the National Day of Mourning in Canada and we recognize workers who have been killed or seriously injured in the workplace. We ask everyone to reflect on, and remember lives lost and resolve to prevent further workplace tragedies. We ask everyone to take a moment of silence.

As a council we recognize these are trying times for all citizens but wish to congratulate you on staying the course and believing we are in this together. Our behavior does make a difference in flattening the curve. By following the regulations and advice of our Public Health Professionals we are indeed seeing the results, with zero known cases in our community to date! We must remain positive and not let our guard down and continue to follow this advise and to support each other until the threat of the virus is flattened completely in our province. Please be assured that the Town of Placentia takes the safety of our community as a number one priority. We once again thank you for your vigilance and appreciate your cooperation in keeping our community safe and healthy.

ADOPTION OF AGENDA

The agenda was circulated prior to the meeting.

Motion #20-101

Councillor Fitzpatrick/Councillor Smith

Be it resolved that the agenda for the Council meeting held April 2020 is adopted. (CARRIED: Unanimous (5 Councillors Present))

Motion #20-102

Deputy Mayor Pearson/Councillor Hynes

Be it resolved that the minutes of March 24, 2020 are adopted as circulated. (CARRIED: Unanimous (5 Councillors Present))

EXECUTIVE COMMITTEE REPORT

(Mayor Bernard Power, Chair; Deputy Mayor Keith Pearson, Councillor Kay Smith; Resource Person –CAO)

Recommendations from the Committee Meeting

The Executive Committee presented the following recommendations which were voted on by Council.

Motion #20-103

Councillor Fitzpatrick/Councillor Collins-Power

Be it resolved that the motion to approve the attached policy for water and sewer tax for accessory buildings is adopted. (CARRIED: Unanimous (5 Councillors Present))

Water/Sewer Rates for Vacant Land/Vacant Land with previous accessory buildings:

Any property owners who have any vacant land or vacant land with previously unoccupied accessory building, where water/sewer can be connected; will be charged vacant land water/sewer rates of \$70 for water and \$30 for sewer, pending verification by the CAO(A) or Public Works Superintendent of connectivity.

Motion #20-104

Councillor Smith/Deputy Mayor Pearson

Be it resolved that the motion to approve invoice #170510 from Woodmar Contracting in the amount of \$1,092.50 including HST for the Town Hall main office renovation is adopted. (CARRIED: Unanimous (5 Councillors Present))

Motion #20-105

Councillor Smith/Councillor Fitzpatrick

Be it resolved that the motion to approve the payment of \$2,349.00 for account #EASTE010 to satisfy the credit on this account is adopted. (CARRIED: Unanimous (5 Councillors Present))

*Councillor Smith declared conflict and vacated the meeting.
Kathryn Smith left the meeting and Mary Greene resumed the minutes.*

Motion #20-106

Councillor Fitzpatrick/Deputy Mayor Pearson

Be it resolved that the motion to approve the extension of Kathryn Smith’s position as temporary Executive Assistant to meet operational needs as determined by the CAO(A) is adopted. (CARRIED: Unanimous (5 Councillors Present))

*Councillor Smith returned to the meeting.
Kathryn Smith returned to the meeting and resumed the minutes.*

Motion #20-107

Councillor Fitzpatrick/Councillor Hynes

Be it resolved the motion to approve the Manager of Finance, Mary Greene be extended as CAO(A) for a 6-month period, under the terms outlined by the Executive Committee is adopted. (CARRIED: Unanimous (5 Councillors Present))

FINANCE COMMITTEE REPORT

(Councillor Kay Smith, Chair; Deputy Mayor Keith Pearson, Councillor Jane Hynes; Resource Person-Mgr. of Finance)

The Finance Committee made the following recommendations:

Motion #20-108

Councillor Smith/Councillor Fitzpatrick

Be it resolved that the motion to approve the Accounts Payable Transaction Journal dated April 14, 2020 in the amount of \$29,780.10 is adopted. (CARRIED: Unanimous (5 Councillors Present))

Motion #20-109

Councillor Smith/Councillor Hynes

Be it resolved that the motion to approve the Cheque Register for the Operating Account in the amount of \$216,251.37 for cheques numbered 028459 to 028551 is adopted. (CARRIED: Unanimous (5 Councillors Present))

Motion #20-110

Councillor Smith/Deputy Mayor Pearson

Be it resolved the motion to approve the Special Cheque Register in the amount of \$63,373.71 is adopted. (CARRIED: Unanimous (5 Councillors Present))

Motion #20-111

Councillor Smith/Councillor Fitzpatrick

Be it resolved that the motion to approve the Visa statement expenditure for the period February 28 to March 27, 2020 in the amount of \$1,016.98 is adopted. (CARRIED: Unanimous (5 Councillors Present))

Motion #20-112

Councillor Smith/Councillor Collins-Power

Be it resolved that the motion to approve the payment of invoice #07-442278 from Crane Supply in the amount of \$1,321.06 including HST for water and sewer supplies is adopted. (CARRIED: Unanimous (5 Councillors Present))

Motion #20-113

Councillor Smith/Councillor Fitzpatrick

Be it resolved that the motion to approve the payment of invoice #831 from Flow IT Advanced Solutions in the amount of \$1,035.00 including HST for Fire Shield Yearly Subscription is adopted. (CARRIED: Unanimous (5 Councillors Present))

Motion #20-114

Councillor Smith/Councillor Hynes

Be it resolved that the motion to approve payment of invoice #06214019994756 from Parkland Fuel Corp in the amount of \$1,150.87 including HST for furnace oil at the Arena is adopted. (CARRIED: Unanimous (5 Councillors Present))

Motion #20-115

Councillor Smith/Councillor Fitzpatrick

Be it resolved that the motion to approve quote from Colonial Auto Parts in the amount of \$2,933.93 including HST and a one-year warranty, to rebuild radiator on pumper truck is adopted. (CARRIED: Unanimous (5 Councillors Present))

Motion #20-116

Councillor Smith/Deputy Mayor Pearson

Be it resolved that the motion to approve an adjustment to account #HICKM004 on property #12B Fewers Road in the amount of \$380.00 for water and sewer tax on unoccupied land with only an accessory structure on it. The vacant land water and sewer tax of \$100.00 will be applied to the account is adopted. (CARRIED: Unanimous (5 Councillors Present))

Motion #20-117

Councillor Smith/Councillor Fitzpatrick

Be it resolved that the motion to approve the one-time only interest adjustment to account #HATFW002 for property located at #11 O'Keefe Street in and amount of \$245.29 and

property located at #12 Blockhouse Road in the amount of \$166.79 for a total adjustment of \$412.08 is adopted; the account is now paid in full. (CARRIED: Unanimous (5 Councillors Present))

The credit adjustment request to account #EIMSK001 has been deferred.

PUBLIC WORKS & SAFETY COMMITTEE REPORT

(Councillor Lorraine Collins Power, Chair; Councillors Noella Collins; Resource Person - Public Works Superintendent. Absent: Deputy Mayor Keith Pearson due to other commitments)

Mayor Power declared conflict, due to being the owner of the property and vacated the meeting. Chair moved to Deputy Mayor Pearson

Motion #20-118

Councillor Collins-Power/Councillor Fitzpatrick

Be it resolved that the motion to approve an occupancy permit application from Quick Change to operate a garage on property located at #91-95 Prince William Drive, pending confirmation of Government Services Centre Approvals is adopted. (CARRIED: Unanimous (5 Councillors))

Mayor Power returned to the meeting and resumed chair.

Motion #20-119

Councillor Collins-Power/Councillor Fitzpatrick

Be it resolved that the motion to approve permit application from GERALYN & RICHARD LYNCH to construct a garage on property located at #40 Harbour Drive is adopted. (CARRIED: Unanimous (5 Councillors Present))

Motion #20-120

Councillor Collins-Power/Councillor Smith

Be it resolved that the motion to approve permit application from Allan & Linda Cotter to construct a shed at property located at #1509-1517 Main Road is adopted. (CARRIED: Unanimous (5 Councillors))

Motion #20-121

Councillor Collins-Power/Councillor Fitzpatrick

Be it resolved that the motion to approve permit application from Andy Hatfield to construct a shed at property located at #3 Blenheim Street, pending property owner combines properties and a new survey is forwarded to the town is adopted. (CARRIED: Unanimous (5 Councillors Present))

Motion #20-122

Councillor Collins-Power/Councillor Smith

Be it resolved that the motion to approve occupancy permit application Dollarama to operate a retail store at #61 Blockhouse Road, pending confirmation of Government Services Centre Approvals is adopted. (CARRIED: Unanimous (5 Councillors Present))

Motion #20-123**Councillor Collins-Power/Councillor Hynes**

Be it resolved the motion to approve the Permit Application Processing Policy as presented is adopted. (CARRIED: Unanimous (5 Councillors Present))

Highlights of the Public Works & Safety Meeting

The Burnt Woods Place construction to replace the water main and install a new in ground storm drainage system started April 20th by Collins Contracting and is projected to be finished by the middle of May. The contractor will also complete all paving for the project.

There are beavers in Morrissey's Lane pond again this year and are blocking drainage. Wildlife has been notified, however cannot live trap them to relocate until May. Public Works will follow up with Wildlife in May to get the beavers relocated.

CULTURE, TOURISM & BEAUTIFICATION COMMITTEE REPORT

(Councillor Noella Collins, Chair; Councillor Kay Smith and Councillor Jamilee Fitzpatrick; Resource Person - Manager of Tourism, Marketing and Communications.)

Information is still being gathered for funding options for immediate repairs for the convent from ACOA.

As directed by the Chief Medical Officer of Health and the Provincial Government, municipalities have been directed to refrain from holding parades, as they are not consistent with the recommended approach to limit vehicular travel in the province for essential reasons only. Residents are asked to abide by this direction for the health and safety of everyone.

Funding of \$2,800 has been approved from Canadian Heritage for Celebrate Canada. Committee discussed ordering fireworks for the Canada Day celebrations, however, decided that due to the current covid-19 pandemic, this is not an essential purchase at this time. The purchase will be revisited when the pandemic is over and event planning resumes.

Due to the current covid-19 situation, all planned events will be determined as their dates get nearer. There will be a two-week notification system for all planned events. Ideas to hold events online via social media will be explored.

RECREATION COMMITTEE REPORT

(Deputy Mayor Keith Pearson, Chair; Councillor Lorraine Collins-Power and Councillor Jane Hynes; Resource Person - Public Works Superintendent and the Manager of Tourism, Marketing and Communications; who are taking over the role & responsibilities of the current Recreation Manager while he is laid off)

As per social gathering restrictions ordered by Health Canada and the Government of NL, all Town facilities, playgrounds and parks have been closed to the public. Council has implemented one-way walking on the boardwalk on Veterans Way. The Department of

Transportation and Works has been asked to complete some upgrades to the shoulder of Veterans way for pedestrians walking. Signage to indicate closure of all Town owned public places have been erected. Signage was purchased locally at Express Signs and Council would like to thank Express Signs for the donation of some of the signs.

The RFQ deadline for the Wellness Centre has been extended to May 8th due to covid-19 and restrictions and protocols to opening tenders.

COMMUNITY ENGAGEMENT AND COMMUNICATIONS

(Councillor Jane Hynes, Chair; Councillor Jamilee Fitzpatrick and Councillor Kay Smith; Resource Person - Manager of Tourism, Marketing and Communications)

The method of how we distribute the Municipal Highlights has changed, it is now circulated on the Town's website and Facebook page. The Town's communications plan has changed with phone calls and meeting on teleconference and zoom. We are adapting to serve people and their needs and are still available through phone calls and email and staff has been very proactive on getting back to residents. We are doing what is recommended and keeping on top of things the best we can with communications and how we do things with everyone's best interest in mind.

ECONOMIC DEVELOPMENT

(Councillor Jamilee Fitzpatrick, Chair; Councillor Noella Collins and Councillor Lorraine Collins-Power; Resource Person - CAO)

There has been extensive discussion on covid-19 and how to support businesses within our community. The Hours of Operation of Businesses in Placentia have been updated on social media for residents. Council has waived the 4.5% interest charged June 30th on all outstanding taxes for 2020.

The Economic Development Stakeholders Session with the key economic organizations that help facilitate the economic development within Placentia, is scheduled for May 27th as a virtual meeting. The topic will be the economic impact of covid-19 and supports that can be provided to businesses as we come out of covid-19.

CORRESPONDENCE

Correspondence received up to April 28, 2020 was referred to appropriate committees and/or distributed to Council via meeting package.

The Mayor has written a letter to Marine Atlantic seeking reassurance that the ferry service to Argentia will continue this year with expected decrease in tourist travel. The suggestion was to increase freight service with Argentia being as an entry point for the province. MP Ken McDonald has been contacted for support. We are waiting for a response.

The White Rose Project has been suspended for the remainder of the year due to the pandemic situation. It has some negative impacts in our community, and it is unfortunate that the project got delayed however, it is a part of the economic times we are living today.

Route 100 and the end of Southeast road have been identified for road work and paving upgrades this year. We are pleased that the government and Minister Crocker has recognized our request for necessary road work in this area. Government put guidelines in place for contractors and developers to handle work during the pandemic. Information available is for businesses at www.gov.nl.ca/covid-19/ in the resources section.

Town roads which require maintenance have also been identified and the Public Works Superintendent is pursuing avenues to get our town roads repaired as well.

The Waste Recovery Facility on Fox Harbour Road is closed, and the Mayor has sent a letter to Eastern Waste Management for an alternative plan for residents to dispose of their bulk garbage. A letter has also been sent to The Minister of Municipal Affairs and Environment requesting clarification on the situation. Bulk pick up will remain as scheduled on June 1st. The Mayor will continue to his efforts to get the Waster Recovery Facility re-opened.

A special thank you is extended to residents who have been picking up litter in public spaces, neighborhoods and personal properties. Your efforts have not gone unnoticed and you will be acknowledged at a future date. Residents are reminded to keep our town clean and please do not litter.

COUNCILLORS' CONCERNS/COMMENTS

A reminder to those cleaning around to and properties to keep social distancing in mind, do not gather in groups. We are fortunate to not have any cases of covid-19 in our municipality and it is not the time to become complacent. Continue to practice social distancing when you are out and about in the community.

There are many economic supports available to individuals and businesses from the Federal Government. There has been a lot of information released over the past weeks in respect to financial supports. All information can be found on the government website at www.gov.nl.ca

Volunteer Weeks was last week and a thank you is extended to all volunteers in the community.

Mental Health week is approaching, and we recognize that this pandemic effecting everyone. Be good to yourselves and reach out for help if you need it. Our children are also feeling the effects with school being closed and their support groups missing. The government's site www.bridgethegapp.ca has links to mental health and wellness resources for families and individuals. The kids help phone is also available 24 hours. The number is 1-800-668-6868 and kids can text or call to talk to someone for support.

The local food bank is also taking electronic fund transfers for those who want to donate. Thank you to those volunteers and if you have something extra to give please do.

Thank you to the Manager of Tourism, Marketing and Communications for setting up the virtual meetings and keeping the business of the town flowing during this pandemic.

A reminder that the discount date is May 1st for residents under 65 to avail of the 10% discount.

Thank you to the RCMP and all essential workers and front-line staff on your continuous good work.

Some playground equipment will be removed from Coal Yard Playground in Jerseyside for the safety of the users and our children.

Professional Administrators Day was last week and a thank you is extended to all the Town staff for everything you do.

The Royal Canadian Legion is asking residents to paint forget-me-nots on rocks in remembrance of the Royal Newfoundland Regiment to place by the memorial. There will not be a wreath laying this year due to covid-19.

Hats off to the staff of St. Anne's Academy is keeping kids active through twitter with various activities and challenges posted throughout the day.

There has been an extension to the fire ban throughout the province. Please do not burn bush in your yard. We want to keep our resources ready for emergencies and our fire department safe.

ADJOURNMENT

There being no further business, the Mayor called for a motion to adjourn the meeting.

Motion #20-124

Councillor Fitzpatrick/Deputy Mayor Pearson

Be it resolved that the motion to adjourn the meeting at 8:40 p.m. is adopted. (CARRIED: Unamious (5 Councillors Present))



BERNARD S. POWER, MAYOR



MARY GREENE, CAO(A)

May 26, 2020
DATE