



MINUTES

A public meeting of the Placentia Council was held November 21, 2023 in the Council Chambers with the following in attendance:

Council

Mayor: Keith Pearson
Deputy Mayor: Wayne Power
Councillors: Jamilee Fitzpatrick
Kay Smith
Mike Williams
Gerard Wilson

Staff

Gerry Hynes, CAO
Mary Greene, Manager of Finance
Rodney Cooney, Public Works Foreman
Jennifer Bennett, Mgr. T, M & C
Kathryn Smith, Executive Assistant (R)

Spectators: Zero (0)

Absent: Councillor Jennifer Richardson

Mayor Pearson called the meeting to order at 7:06 p.m.

The Mayor and members of the 2558 Placentia Royal Canadian Army Cadets signed a Remembrance Proclamation on November 1st for Remembrance Day and raised the Flag of Remembrance in the Town Square. On November 11, the Mayor laid a wreath at the Ceremony of Remembrance and Wreath Laying at the Royal Canadian Legion Cenotaph in Placentia and at the Ferndale Veteran's Memorial Park on behalf of the Town.

ADOPTION OF AGENDA

The agenda was circulated prior to the meeting.

Motion #23-221

Deputy Mayor Power/Councillor Fitzpatrick

Be it resolved that the agenda for the Council meeting held November 21, 2023 is adopted. (CARRIED UNANIMOUS)

Motion #23-222

Deputy Mayor Power/Councillor Smith

Be it resolved that the minutes of October 17, 2023 are adopted as circulated. (CARRIED UNANIMOUS)

Motion #23-223

Deputy Mayor Power/Councillor Wilson

Be it resolved that the minutes of November 6, 2023 are adopted as circulated. (CARRIED UNANIMOUS)

New Business

The following motions from a privileged meeting of Council held on November 20, 2023 required ratification:

Councillor Williams declared conflict for the next motion.

Motion #23-216

Councillor Smith/Deputy Mayor Power

Be it resolved that the motion to move Councillor Williams is not in conflict regarding this Investigative Report is adopted. (CARRIED UNANIMOUS)

Councillor Williams returned to the meeting.

Motion #23-217

Councillor Williams/Deputy Mayor Power

Be it resolved that the motion to move Councillor Richardson is in conflict regarding this Investigative Report is adopted. (CARRIED UNANIMOUS)

Motion #23-218

Deputy Mayor Power/Councillor Fitzpatrick

Be it resolved that the motion to move acceptance of the report and the findings that Councillor Richardson did breach the Code of Conduct is adopted. (CARRIED UNANIMOUS)

Motion #23-219

Deputy Mayor Power/Councillor Williams

Be it resolved that the motion to move that Councillor Richardson contravened the Code of Conduct in the following sections: 3.1 Standards of Professional Behavior; section 3.4 Confidentiality and section 3.5 Social Media and therefore Council imposes the following penalties effective immediately:

In accordance with Section 15 of the Municipal Conduct Act – 15A a reprimand; 15C suspension from Council Committees and other additional activities or duties for a period of 3 months and 15D suspension from Council without remuneration for a period of 3 months. In addition to the above, Councillor Richardson is to issue a public apology at the Council meeting at the end of the (3) three-month period before resuming her duties as Councillor is adopted. (CARRIED UNANIMOUS)

PORT OF ARGENTIA UPDATE

The Mayor provided an update on the Port of Argentina.

EXECUTIVE COMMITTEE REPORT

(Mayor Keith Pearson, Chair; Deputy Mayor Wayne Power, Councillor Jamilee Fitzpatrick; Resource Person – CAO)

The Executive Committee had the following recommendations:

- Motion #23-224** **Deputy Mayor Power/Councillor Smith**
 Be it resolved that the motion to appoint Gerry Hynes, CAO to the position of Town Clerk is adopted. (CARRIED UNANIMOUS)
- Motion #23-225** **Deputy Mayor Power/Councillor Williams**
 Be it resolved that the motion to appoint Mary Greene, Manager of Finance to the position of Deputy Town Clerk to perform the required duties in the absence of the CAO/Town Clerk is adopted. (CARRIED UNANIMOUS)
- Motion #23-226** **Councillor Williams/Councillor Fitzpatrick**
 Be it resolved that the motion to approve Gerry Hynes, CAO to assume the role of ATIPP Coordinator and Kathryn Smith, Executive Assistant to assume the role of Deputy ATIPP Coordinator is adopted. (CARRIED UNANIMOUS)
- Motion #23-227** **Councillor Williams/Councillor Smith**
 Be it resolved that the motion to discontinue the existing Visa card and open a new account in the name of Town of Placentia, Gerry Hynes is adopted. (CARRIED UNANIMOUS)
- Motion #23-228** **Deputy Mayor Power/Councillor Wilson**
 Be it resolved that the motion to approve Gerry Hynes, CAO and Mary Greene, Manager of Finance as signing authorities for the Town of Placentia's financial transactions is adopted. Signing authorities for the Town of Placentia are one of two – Mayor or Deputy Mayor and one of two Town staff – Town Clerk or Deputy Town Clerk. (CARRIED UNANIMOUS)

FINANCE COMMITTEE REPORT

(Councillor Kay Smith, Chair; Councillor Mike Williams, Councillor Gerard Wilson; Resource Person – Manager of Finance)

The Finance Committee had the following recommendations:

- Motion #23-229** **Councillor Smith/Councillor Williams**
 Be it resolved that the motion to approve payment of invoice from Hounsell Municipal Consulting in the amount of \$5,267.72 for recruitment of the CAO position is adopted. (CARRIED UNANIMOUS)
- Motion #23-230** **Councillor Smith/Councillor Wilson**
 Be it resolved that the motion to approve payment of invoice from Jormac Construction Inc. in the amount of \$8,452.50 for repairs to the women's washroom in the Town Square is adopted. (CARRIED UNANIMOUS)

- Motion #23-231** **Councillor Smith/Councillor Wilson**
Be it resolved that the motion to approve the remaining Accounts Payable Transaction Journal dated November 10, 2023 in the amount of \$47,941.23 is adopted. (CARRIED UNANIMOUS)
- Motion #23-232** **Councillor Smith/Councillor Wilson**
Be it resolved that the motion to approve the Cheque Register for the Operating Account in the amount of \$1,078,337.43 for cheques numbered 031683 to 031738 is adopted. (CARRIED UNANIMOUS)
- Motion #23-233** **Councillor Smith/Councillor Wilson**
Be it resolved that the motion to approve the Cheque Register for the Special Projects Accounts in the amount of \$583,963.28 is adopted. (CARRIED UNANIMOUS)
- Motion #23-234** **Councillor Smith/Councillor Wilson**
Be it resolved that the motion to approve payment of Visa statements dated September 28, 2023 to October 27, 2023 in the amount of \$2,271.78 is adopted. (CARRIED UNANIMOUS)
- Motion #23-235** **Councillor Smith/Councillor Williams**
Be it resolved that the motion to approve approve a one-time interest forgiveness to source #132538 and #132648 in the amount of \$642.29 is adopted. The account is paid in full. (CARRIED UNANIMOUS)
- Motion #23-236** **Councillor Smith/Councillor Fitzpatrick**
Be it resolved that the motion to approve a one-time interest forgiveness to source #134401 in the amount of \$28.06 is adopted. The account is paid in full. (CARRIED UNANIMOUS)
- Motion #23-237** **Councillor Smith/Councillor Fitzpatrick**
Be it resolved that the motion to approve a one-time interest forgiveness to source #133572 in the amount of \$241.65 is adopted. The account is paid in full. (CARRIED UNANIMOUS)
- Motion #23-238** **Councillor Smith/Councillor Wilson**
Be it resolve that the motion to approve a one-time interest forgiveness to source #133007 in the amount of \$472.99 is adopted. The account is paid in full. (CARRIED UNANIMOUS)
- Motion #23-239** **Councillor Smith/Councillor Wilson**
Be it resolved that the motion to approve a business tax adjustment to business located at source #264875 in the amount of \$100 is



adopted. The business ceased operation as per letter received October 13, 2023. (CARRIED UNANIMOUS)

Motion #23-240

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve a water & sewer tax adjustment in the amount of \$1,520, a one-time interest adjustment in the amount of \$1,826.80 and write-off outstanding taxes predating 2017 in the amount of \$1,608.29 to source #133892 and a water & sewer tax adjustment in the amount of \$1,520, a one-time interest adjustment in the amount of \$2,099.11 and write-off outstanding taxes predating 2017 in the amount of \$1,901.30 to source #133893; pending the balance on both properties is paid in full is adopted. (CARRIED UNANIMOUS)

Motion #23-241

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve a water & sewer tax adjustment to source #134069 in the amount of \$50.54 as the building on the property was partially torn down and was not utilized is adopted. The vacant land water & sewer charge of \$100 is now applied to the property. (CARRIED UNANIMOUS)

Motion #23-242

Councillor Smith/Councillor Williams

Be It resolved that the motion to approve a donation to the food bank in the amount of \$1,000 as per past practice and pay the monthly light and power bill for a twelve-month period is adopted. (CARRIED UNANIMOUS)

Councillor Smith declared conflict for the next motion due to involvement with the organization. Councillor Williams took Chair.

Motion #23-243

Councillor Williams/Councillor Wilson

Be it resolved that the motion to approve a donation to the Dunville Healthcare Auxiliary Christmas Memorial Sing-A-Long in the amount of \$50 in memory of past Council members is adopted. (CARRIED UNANIMOUS)

Councillor Smith returned to the meeting and resumed Chair.

Amendment to the following motion:

Motion #22-146

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve \$303,206.28 including HST for Gas Tax Project #188-2022-7757, to complete Retaining Wall/Road Upgrades on Harbour Drive shoreline is adopted; all costs are applied to current gas tax funding. (CARRIED UNANIMOUS)

Motion #23-244

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve a donation to the Placentia Harbour Authority in the amount of \$500 for the annual boat lighting ceremony is adopted. (CARRIED UNANIMOUS)

Motion #23-211

Councillor Smith/Deputy Mayor Power

Be it resolved that the motion to approve invoice from Shield Insulations in the amount of \$57,121.35 including HST to install insulation at the Unity PARC Arena is adopted. (CARRIED UNANIMOUS)

PUBLIC WORKS & PUBLIC SAFETY COMMITTEE REPORT

(Councillor Gerard Wilson, Chair; Councillor Kay Smith, Councillor Mike Williams; Resource Person –Public Works Foreman)

The Public Works Committee had the following recommendations:

Motion #23-245

Councillor Wilson/Councillor Smith

Be it resolved that the motion to reject the 2023 application from Alantra leasing to create 15 - 2-man bunkhouses and 13 - 3-man bunkhouses at lots #19 and #20 Bod Avenue, Argenticia as this development is not a permitted use under the Town of Placentia's Municipal Plan and Development Regulations is adopted. (CARRIED UNANIMOUS)

Motion #23-246

Councillor Wilson/Councillor Fitzpatrick

Be it resolved that the motion to reject the offer from Mary Collins to purchase the land on the shoreline at the intersection of Swan's Road and Orcan Drive which is currently being used by Matt's Auto is adopted. (CARRIED UNANIMOUS)

Motion #23-247

Councillor Wilson/Councillor Williams

Be it resolved that the motion to approve Change Order #1 to reallocate engineering fees in the amount of \$17,171.56 to cover additional construction overruns on the Harbour Drive Storm Sewer Upgrades project #17-MYCW-22-00061 which includes reconstruction of property at #24-26 Harbour Drive is adopted. (CARRIED UNANIMOUS)

Motion #23-248

Councillor Wilson/Deputy Mayor Power

Be it resolved that the motion to approve the construction of a bus stop on property located at #264-268 Bond's Path at an approximate cost of \$2,500 is adopted. (CARRIED UNANIMOUS)

The Chair provided an update from the Committee report.

RECREATION COMMITTEE REPORT

(Councillor Jamilee Fitzpatrick, Chair; Deputy Mayor Wayne Power, Councillor Jennifer Richardson; Resource Person – Manager of Tourism, Marketing & Communications)

The Recreation Committee had no recommendations; however the Chair provided an update from the Committee report.

TOURISM & COMMUNICATIONS COMMITTEE REPORT

(Deputy Mayor Wayne Power Chair; Councillor Jamilee Fitzpatrick; Councillor Kay Smith; Resource Person – Manager of Tourism, Marketing & Communications)

The Tourism & Communications Committee had no recommendations; however, the Chair provided an update from the Committee report.

PLANNING, DEVELOPMENT & COMMUNITY ENHANCEMENT COMMITTEE REPORT

(Councillor Mike Williams Chair; Councillor Gerard Wilson; Councillor Jennifer Richardson; Resource Person – Public Works Foreman)

The Planning, Development & Community Enhancement Committee had the following recommendation:

Motion #23-249

Councillor Williams/Councillor Wilson

Be it resolved that the motion to approve application for new home construction at #331 Southeast Road is adopted. (CARRIED UNANIMOUS)

Motion #23-250

Councillor Williams/Councillor Wilson

Be it resolved that the motion to approve application for an Occupancy permit for Vitality Massage pending approval from all other government agencies is adopted. (CARRIED UNANIMOUS)

Mayor Pearson declared conflict for the next motion due to relation to the applicant. Deputy Mayor Power took Chair.

Motion #23-251

Councillor Williams/Councillor Wilson

Be it resolved that the motion to approve application for shed construction at #17-29 Lake’s Road is adopted. (CARRIED UNANIMOUS)

Mayor Pearson returned to the meeting and resumed Chair.

Motion #23-252

Councillor Williams/Councillor Smith

Be it resolved that the motion to approve application for shed construction at #11 Jubilee Road is adopted. (CARRIED UNANIMOUS)

- Motion #23-253** **Councillor Williams/Councillor Wilson**
Be it resolved that the motion to approve a landscaping application for construction of a driveway at #287 Bond's Path is adopted. (CARRIED UNANIMOUS)
- Motion #23-254** **Councillor Williams/Councillor Wilson**
Be it resolved that the motion to approve a general repairs application at #14 Atlantic Avenue is adopted. (CARRIED UNANIMOUS)
- Motion #23-255** **Councillor Williams/Councillor Wilson**
Be it resolved that the motion to approve the revised application for shed construction at #22 O'Reilly Street is adopted. (CARRIED UNANIMOUS)
- Motion #23-256** **Councillor Williams/Councillor Wilson**
Be it resolved that the permit to approve a quarry permit renewal for Port of Argentia Inc. operation of Blackhead Quarry is adopted. (CARRIED UNANIMOUS)
- Motion #23-257** **Councillor Williams/Councillor Wilson**
Be it resolved that the motion to approve Newfoundland Power's application to install poles to provide service to the Fox Harbour Road Landfill site is adopted. (CARRIED UNANIMOUS)
- Motion #23-258** **Councillor Williams/Councillor Wilson**
Be it resolved that the crown land application for #1 Murphy's Lane, Dunville be rejected as presented is adopted. There are concerns with the effect of land clearing on residential properties below the location. A survey and development plan should be submitted for Council's consideration of this request. (CARRIED UNANIMOUS)
- Motion #23-259** **Councillor Williams/Councillor Wilson**
Be it resolved that the motion to reject the request from a resident on Southeast to purchase the Right of Way near #177 Bond's Path is adopted. (CARRIED UNANIMOUS)
- Motion #23-260** **Councillor Williams/Councillor Wilson**
Be it resolved that the motion to approve the relocation of the shed at #161-163 Ferndale Road as per the revised drawing submitted and examined by the Municipal Enforcement Officer is adopted. (CARRIED UNANIMOUS)

The Chair provided an update from the Committee report.



ECONOMIC DEVELOPMENT COMMITTEE REPORT

(Councillor Jennifer Richardson, Chair; Councillor Jamilee Fitzpatrick; Deputy Mayor Wayne Power; Resource Person – Manager of Tourism, Marketing & Communications)

The Economic Development Committee had no recommendations; however, Councillor Fitzpatrick provided an update from the Committee report in the absence of the Chair.

ADJOURNMENT

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

Motion #23-261

Councillor Williams/Councillor Wilson

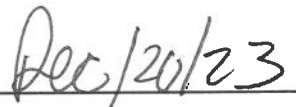
Be it resolved that the motion to adjourn the meeting at 8:06 p.m. is adopted. (CARRIED UNANIMOUS)



KEITH PEARSON, MAYOR



GERRY HYNES, CAO



DATE