



MINUTES

A public meeting of the Placentia Council was held December 19, 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 7:00 p.m.

ADOPTION OF AGENDA

The agenda was circulated prior to the meeting.

Motion #23-262

Deputy Mayor Power/Councillor Williams

Be it resolved that the agenda for the Council meeting held December 19, 2023 is adopted. (CARRIED UNANIMOUS)

Motion #23-263

Councillor Wilson/Councillor Smith

Be it resolved that the minutes of November 21, 2023 are adopted as circulated. (CARRIED UNANIMOUS)

New Business

Motion #23-264

Councillor Fitzpatrick/Councillor Wilson

Be it resolved that the motion to award the RFP for review and upgrade to the existing Municipal Plan and Development Regulations for 2024-2034 to the low bidder, Tract Consulting at a cost of \$26,555 plus HST is adopted. (CARRIED UNANIMOUS)

PORT OF ARGENTIA UPDATE

The Mayor provided an update on the Port of Argentia.

EXECUTIVE COMMITTEE REPORT

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

The Executive Committee had the following recommendations:

Deputy Mayor Power declared conflict for the next motion due to involvement with the Port of Argentina.

Motion #23-265

Councillor Wilson/Councillor Fitzpatrick

Be it resolved that the motion to extend the existing Port of Argentina Tax Agreement for one (1) year is adopted. **(CARRIED UNANIMOUS)**

Deputy Mayor Power returned to the meeting.

Motion #23-266

Councillor Fitzpatrick/Deputy Mayor Power

Be it resolved that the motion to approve payment of appealing fees in the amount of \$460 to the appellants concerning Appeal No. 15-0006-007-013 as per section 45(2) of the Urban and Rural Planning Act, 2000 is adopted. **(CARRIED UNANIMOUS)**

Motion #23-267

Deputy Mayor Power /Councillor Williams

Be it resolved that the motion to remove Debra Gear, Special Projects Coordinator as signing authority for the Town of Placentia's financial transactions is adopted. **(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 #23-268

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve payment of invoice from Infotech System Corporation in the amount of \$10,637.50 including HST for renewal of Small Business Technical Support Professional is adopted. **(CARRIED UNANIMOUS)**

Motion #23-269

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve payment of invoice from Byron D. Smith Professional Corporation in the amount of \$10,867.50 including HST for accounting assistance and training provided for the fiscal year ending December 31, 2022 is adopted. **(CARRIED UNANIMOUS)**

Motion #23-270

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve the remaining Accounts Payable Transaction Journal dated December 12, 2023 in the amount of \$50,330.60 is adopted. (CARRIED UNANIMOUS)

Motion #23-271

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve the Cheque Register for the Operating Account in the amount of \$406,197.92 for cheques numbered 031739 to 031849 is adopted. (CARRIED UNANIMOUS)

Motion #23-272

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve the Cheque Register for the Special Projects Accounts in the amount of \$162,810.77 is adopted. (CARRIED UNANIMOUS)

Motion #23-273

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve payment of Visa statement dated October 28, 2023 to November 27, 2023 in the amount of \$8,587.21 is adopted. (CARRIED UNANIMOUS)

Amendment of the following Motions:

Motion #22-255

Councillor Williams/Councillor Smith

Be it resolved that the motion to approve that the Town of Placentia submit its Capital Investment Plan to the Department of Environment, Climate Change and Municipalities for Gas Tax Funding in the amount of \$151,283.42 plus HST for project #188-2023-7863 - Fort Frederick Site Upgrades is adopted. (CARRIED UNANIMOUS)

Motion #23-111

Councillor Wilson/Councillor Richardson

Be it resolved that the motion to approve the purchase of an SUV for the use of the Public Works Department at a total cost of \$45,803.65 including HST is adopted. (CARRIED UNANIMOUS)

Motion #23-015

Councillor Smith/Councillor Richardson

Be it resolved that the motion to approve purchase of electric Zamboni for Unity PARC Arena from Gas Tax Funding at a cost of \$186,325 plus HST 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 no recommendations; however, 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 recommendations:

Motion #23-274

Councillor Williams/Councillor Smith

Be it resolved that the motion to approve application for Crown Land at 7A Clarke’s Hill for the purpose of extending existing property to meet standard lot size for new residential development is adopted. (CARRIED UNANIMOUS)

Motion #23-275

Councillor Williams/Councillor Smith

Be it resolved that the motion to approve application for an accessory permit to remove and replace an existing shed at #166 Ferndale Road is adopted. (CARRIED UNANIMOUS)

Motion #23-276

Councillor Williams/Councillor Fitzpatrick

Be it resolved that the motion to approve application for an accessory permit to construct a personal use garage at #8 Kelly Crescent is adopted. (CARRIED UNANIMOUS)

Motion #23-277

Councillor Williams/Deputy Mayor Power

Be it resolved that the motion to approve application for an accessory permit to construct a shed at #161-163 Ferndale Road is adopted. (CARRIED UNANIMOUS)

Motion #23-278

Councillor Williams/Councillor Wilson

Be it resolved that the motion to approve application for a fence permit at #198-202 Harbour Drive on condition that the applicant acknowledges by signature on the permit that the Town will not be held responsible for any issues arising from current or future land disputes 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, Deputy Mayor Power provided an update from the Committee report in the absence of the Chair.

**Presentation of Budget 2024
Delivered by Finance Chair, Councillor Kay Smith**

Good evening, Mayor Pearson, fellow Councillors, Town staff and welcome to all residents present in the gallery and those who have joined us virtually for the 2024 Budget Presentation. I am pleased to be delivering my seventh budget presentation as Chair of the Finance Committee of the Town of Placentia. I would like to thank residents that have contributed to the budget consultation and presented their views to help prioritize spending for the 2024 fiscal year.

As in previous years, Council and staff have worked diligently to prepare this budget and we are pleased to announce that we have met our planned goals and objectives for 2023, including a collection rate of more than 90%. Despite inflated operating costs due to the current economic climate, I am very happy to report that Council has achieved a balanced budget without an increase to taxes this year to either the mil rate or to water and sewer rates for residential or business properties. Our Tax Structure will reflect some minor changes that include:

- 1. Marshalling yard increase to \$1,250 for additional acres;*
- 2. Minimum Business Tax increase for Commercial businesses to \$500;*
- 3. Contractors: Painting/Electrical/General repairs to \$500;*
- 4. An increase to Tax Certificates and Compliance Letters with a charge of \$250;*
- 5. Resident Water and Sewer (new) Connection rate increases to \$200;*
- 6. Council has decided to eliminate the Dog License fees from the Tax Structure so Kennel Fees will now be charged under the Minimum Business Tax with a charge of \$500.*

2023 has been a significant year for the commencement and completion of numerous infrastructure upgrades and project approvals, all of which are noteworthy:

- The Freshwater Outfall Project was completed at a cost of \$220,129.55.
- Upgrades to The Regatta Grounds Lift Station were completed at a cost of \$792,476 and has been tied into the SCADA system (Supervisory Control and Data Acquisition) which is a software collecting data system that enables water and sewer infrastructure monitoring in real time. Providing public works staff with instant notification of problems at any pump station enables immediate response.
- The Harbour Drive Storm Sewer Upgrades project was completed at a total cost of \$763,000.
- The Harbour Drive Shoreline Protection and Walkway project has been completed at a cost of \$328,072. Council is looking forward to construction for paving pending approved funding.
- The Jersey Side Retaining Wall that was damaged during Hurricane Larry has been replaced with site improvements at a cost of \$972,569 which was 100% funded by the Disaster Assistance Funding Program.
- The Jersey Side Stormwater Collection project has started at a cost of \$2 million and will be completed in 2024 after some identified delays. During the commencement of this construction, an additional project to replace water and sewer mains on Battery Road was completed at a cost of \$435,000. Curb and paving will be completed spring 2024.
- The Fort Frederick Landscape Enhancement project was completed under the Provincial Capital Investment Plan at a cost of \$173,975. Plans for phase 2 of the project to complete further enhancements are forthcoming.

Council remains committed to ensuring safe and clean drinking water for all residents in Dunville and have secured partnership with the Federal and Provincial Governments with an approved Multi Year Capital Works project Dunville Sanitary Storm Water to upgrade 300 service lines and sanitary sewer replacement. Also, the government will be completing storm water replacement and new pavement through Route 100 upon completion.

Council is currently completing flood control repairs to the Placentia Wave Wall at a cost of \$50,000 and continues to try to source funding for upgrades from other levels of Government. The Station Road Erosion project has also been awarded at a cost of \$639,411, however, engineers are revisiting the scope of work to ensure it is completed in the most effective manner to avoid future erosion. Work for this project will commence in spring 2024.

The Placentia Volunteer Fire Department falls under the purview of the Public Works & Public Safety Committee. We were pleased with the delivery of the new fire rescue vehicle that was a significant purchase for the Fire Department which was based on a 70/30 cost share agreement with Fire and Emergency Services division of the Department of Justice and Safety at a total project cost of \$429,370 plus HST. Safety of firefighters and residents is a number one priority to Council; therefore, applications have been submitted to continue the construction of a new firefighting training facility in Argenta to provide continuous training opportunities for seasoned and new

firefighters. This will be beneficial to all fire departments in the region to avail themselves of training.

Recreation infrastructure is vital to community wellbeing. The construction of the Placentia Regional Wellness Centre is near completion and is projected to open early 2024. It is vital to provide such services to provide residents and users from surrounding communities with the resources to help build a healthy lifestyle. Council has completed some significant upgrades to both the Placentia and Dunville ballfields with the replacement of silica with silica free sand at both fields at a cost of \$80,000; the purchase of a batting cage at the Placentia ballfield at a cost of \$6,658, as well upgrades to the pitcher's mounds and dugouts were completed. New playground equipment was purchased and installed at the Jersey side Coal Yard playground, the Freshwater playground, and Ferndale playground at a cost of \$91,000. Basketball nets were upgraded at both the Coal Yard and Wayne John Searle Playgrounds, and paving upgrades were completed at the Southeast tennis court. Council acknowledges the importance of all sporting events with the purchase of a nipper for the Unity PARC Curling Club in the amount of \$2,875 and new insulation at the Unity PARC Arena at a cost of \$57,121.35. Council is also purchasing an electric Zamboni for the Unity PARC Arena at a cost of \$186,325 plus HST which will arrive in spring, 2024. To offset some costs at the Arena, ice rental rates will increase by \$20 for all groups at the start of the 2024/2025 season which remains the lowest rates for arena ice rentals as well as a slight increase in skate sharpening that will increase to \$10.

The Planning, Development & Community Enhancement Committee have reviewed and approved over 100 permits for new residential and commercial developments throughout our town and at the Port of Argentia. Road safety of residents and children of our community is very important, and Council was pleased with the addition of flashing crosswalk signs for the Coal Yard playground and Blockhouse Road in Placentia; as well as installing speed bumps at Kelly's Lane in Southeast and Frecker Place in Dunville. An additional crosswalk was painted on Blockhouse Road in Placentia to ensure the safety of walkers while crossing that busy section of road. The Municipal Enforcement Department has been successful in enforcing dilapidated regulations on several properties as well as having several dilapidated houses demolished and land restoration which will continue in the spring of 2024.

This was a busy year for the Tourism & Communications Committee with numerous events and festivals including the Winter Carnival, Voices of Placentia Bay Festival, Canada Day Celebration, Multicultural Celebration, the Wild Rose Recognition Awards, the 60th Annual Placentia Regatta, and partnering with the Chamber of Commerce for the annual Placentia Bay Industrial Showcase. We closed off our community events calendar with the fabulous turn out to the Town's Light up the Square event and the Dunville Lions Club – Town of Placentia Annual Santa Claus Parade. Our Council recognizes the importance of all social events and remains a proud partner in making them a success. The Music and Friends group continues to entertain at the Arts Centre with social events. We thank our staff and volunteers for such a tremendous team effort to ensure our residents have events like these that go a long way toward building community spirit.

The Executive and Finance Committees continue to work closely with all departments to ensure there are proper policies, procedures, staff, and funds in place to carry out Town operations. To implement plans and goals for setting the Town in the right direction, Council was pleased to welcome Gerry Hynes to the position as Chief Administrative Officer, who will oversee the operations of all departments as well as liaise with the Placentia Volunteer Fire Department on their operations. Council also hired a new Recreation Director, Sherry Keefe to oversee operations at the Unity PARC Arena and promote recreational programs year-round.

The Port of Argentia has been a diversified economic contributor to our region over the decades with industrial operations and have had some substantial developments this year. In July there was the ribbon cutting ceremony for the official opening of North America's first monopile transit route in support of US wind energy transition and an existing monopile marshalling site at the runways; and as well much excitement from the announcement of funding in the amount of \$38 million under the National Trade Corridors Fund for expansion of the existing Copper Cove Marine Terminal which is a significant move towards accommodating increased international trade, improve operations and increase economic growth. The Town is optimistic about the continuation of the development of substantial multi-phase renewable energy initiatives by Pattern Energy and the potential for a wind energy project and green fuels. We are also very pleased that Cenovus Energy remains a resident in our community improving the economic climate of our municipality as do all tenants at the Argentia Industrial Park.

Key Elements of the 2024 Budget

Council will continue to focus on infrastructure projects throughout the 2024 fiscal year with the continuance and/or completion of the following Multi-Year Capital Works projects:

- *Dunville Water Line Project at a cost of \$7,350,000*
- *Storm Water Assessment & Repair Project for the flats of Jersey side at a cost of \$1,998,772.*
- *Station Road Erosion Control at a cost of \$639,411*
- *Dunville Sanitary Storm Water at a cost of \$1,174,135*
- *Battery Road Water & Sewer Upgrades at a cost of \$435,384*

It is always a pleasure to report that Council and staff have been very diligent in securing funding for these projects, most of which are 80% covered by other levels of government or through Gas Tax Funding. This means that there is minimal cost to the taxpayers of the Town of only 20% of the overall amount.

The Tourism Department is planning events for the 30th Anniversary of Amalgamation of our Town which includes a weeklong celebration leading into the Voices of Placentia Bay Festival at which the Kitchinparti will be opening up for headliners The Irish Descendants on August 3rd. Council is hoping to continue with approved funding to develop a community stage and upgrades to existing infrastructure with the Town Square Legacy Garden project in 2024 to enhance socialization and community gatherings and improve the quality of life and community spirit for our residents.

Council will continue to reward our residential property owners for their support of Council initiatives. This will be achieved by continuing to offer the 10% discount for all property owners if their account is paid in full by March 31st, 2024.

Council also recognizes the importance of local businesses initiatives in our Town and appreciates owner/operators' long-term dedication to successful ventures in our community. In acknowledgement and as a sign of appreciation, the Business Incentive program will continue in the 2024 fiscal year.

Council is in the process of developing a new 10-year Municipal Plan that sets out a broad vision and goals for the community. A new, modernized set of Development Regulations is required that are consistent with the goals, objectives, and policies of the Municipal Plan. Residents will be invited for input during the process. Council and staff also continue to work towards creating a new Strategic Plan that defines the Town's vision for the future through identifying current-day objectives and goals, both of which will be implemented in 2024.

Council reaffirms its commitment to:

- Enhance the quality of life for residents, businesses, and visitors;*
- Focus on delivering core municipal services;*
- Enhance economic development through marketing strategies geared towards industrial and business development in Placentia;*
- Promote tourism development and market our community.*

Your Worship, the following is the January 1st to December 31st, 2024 budget presented to Council for approval:

<i>Department</i>	<i>Expense</i>
General Government	\$1,170,746
Protective Services	\$226,914
Transportation Services	\$1,232,182
Environmental Health	\$1,071,480
Planning & Development	\$143,434
Recreation & Cultural Services	\$1,014,056
Fiscal Services	\$3,111,562.95
	\$7,970,374.95

<i>Department</i>	<i>Revenues</i>
Taxes	\$5,085,174.65
Sales of Goods & Services	\$279,000
Other Revenue from Own Sources	\$793,314.35
Government Transfers	\$606,947
Other Transfers	\$1,205,938.95
	\$7,970,374.95

Motion #23-279

Councillor Smith/Councillor Williams

Be it resolved that the motion to adopt the 2024 Budget in the amount of Seven million, nine hundred and seventy thousand, three hundred and seventy-four dollars and ninety-five cents is adopted. (CARRIED UNANIMOUS)

Motion #23-280

Councillor Smith/Deputy Mayor Power

Be it resolved that the motion to adopt the 2024 Tax Structure for the fiscal year January 1 to December 31, 2024 as presented and reviewed by Council is adopted. (CARRIED UNANIMOUS)

Thank you, Mayor and Council, for your indulgence and a special thank you to all Council, staff and residents involved in the development of the budget presented here tonight.

ADJOURNMENT

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

Motion #23-281

Councillor Wilson/Councillor Fitzpatrick

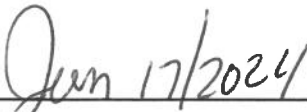
Be it resolved that the motion to adjourn the meeting at 7:59 p.m. is adopted. (CARRIED UNANIMOUS)



 KEITH PEARSON, MAYOR



 GERRY HYNES, CAO



 DATE