



MINUTES

A public meeting of the Placentia Council was held January 16, 2024 in the Council Chambers with the following in attendance:

Council

Mayor: Keith Pearson
Deputy Mayor: Wayne Power
Councillors: Jamilee Fitzpatrick
Kay Smith
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)

Absent: Councillor Jennifer Richardson
Councillor Mike Williams

Spectators: Zero (0)

Mayor Pearson called the meeting to order at 7:01 p.m.

ADOPTION OF AGENDA

The agenda was circulated prior to the meeting.

Motion #24-001

Deputy Mayor Power/Councillor Wilson

Be it resolved that the agenda for the Council meeting held January 16, 2024 is adopted. (CARRIED UNANIMOUS)

Motion #24-002

Deputy Mayor Power/Councillor Smith

Be it resolved that the minutes of December 19, 2023 are adopted as circulated. (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 no recommendations; however, the Chair provided an update from the Committee report.

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 #24-003

Councillor Smith/Deputy Mayor Power

Be it resolved that the motion to approve payment of invoice from Edward Collins Contracting in the amount of \$20,157.44 including HST for work completed on the asphalt machine is adopted. (CARRIED UNANIMOUS)

Motion #24-004

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve payment of invoice from from Infotech System Corporation in the amount of \$10,637.50 including HST for Small Business Technical Support Professional for 2022/2023 is adopted. (CARRIED UNANIMOUS)

Motion #24-005

Councillor Smith/Councillor Fitzpatrick

Be it resolved that the motion to approve payment of invoice from Municipalities Newfoundland and Labrador in the amount of \$5,720 for 2024 MNL & PMA Membership Fees is adopted. (CARRIED UNANIMOUS)

Motion #24-006

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve payment of invoice from the Municipal Assessment Agency in the amount of \$17,043 for first quarter assessment fees is adopted. (CARRIED UNANIMOUS)

Motion #24-007

Councillor Smith/Deputy Mayor Power

Be it resolved that the motion to approve payment of invoice from Townsuite Municipal Software in the amount of \$7,945.99 including HST for financial, payroll and TCA subscriptions is adopted. (CARRIED UNANIMOUS)

Motion #24-008

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve the remaining Accounts Payable Transaction Journal dated January 9, 2024 in the amount of \$24,094.92 is adopted. (CARRIED UNANIMOUS)

Motion #24-009

Councillor Smith/Councillor Wilson

Be it resolved that the motion to approve the Cheque Register for the Operating Account in the amount of \$800,175.60 for cheques numbered 031850 to 031967 is adopted. (CARRIED UNANIMOUS)

- Motion #24-010** **Councillor Smith/Deputy Mayor Power**
Be it resolved that the motion to approve the Cheque Register for the Special Projects Accounts in the amount of \$432,825.03 is adopted. (CARRIED UNANIMOUS)
- Motion #24-011** **Councillor Smith/Councillor Wilson**
Be it resolved that the motion to approve payment of Visa statement dated November 28, 2023 to December 27, 2023 in the amount of \$8,912.79 is adopted. (CARRIED UNANIMOUS)
- Motion #24-012** **Councillor Smith/Councillor Wilson**
Be it resolved that the motion to approve a one-time interest forgiveness to source #133123 in the amount of \$577.35 is adopted; the account is paid in full. (CARRIED UNANIMOUS)
- Motion #24-013** **Councillor Smith/Councillor Wilson**
Be It resolved that the motion to approve a one-time interest forgiveness to business located at source #133843 in the amount of \$780.02 is adopted; the account is paid in full. (CARRIED UNANIMOUS)
- Motion #24-014** **Councillor Smith/Councillor Fitzpatrick**
Be it resolved that the motion to approve a one-time interest forgiveness to business located at source #135050 in the amount of \$180 is adopted; the account is paid in full. (CARRIED UNANIMOUS)
- Motion #24-015** **Councillor Smith/Councillor Wilson**
Be it resolved that the motion to approve a one-time interest forgiveness to source #134734 in the amount of \$40.59 is adopted; the account is paid in full. (CARRIED UNANIMOUS)
- Motion #24-016** **Councillor Smith/Deputy Mayor Power**
Be it resolved that the motion to approve a one-time interest forgiveness to source #133812 in the amount of \$516.78 and source #272506 in the amount of \$361.17 is adopted; the account is paid in full. (CARRIED UNANIMOUS)
- Motion #24-017** **Councillor Smith/Deputy Mayor Power**
Be it resolved that the motion to approve a one-time interest forgiveness to business located at source #272506 in the amount of \$63.05 is adopted; the account is paid in full. (CARRIED UNANIMOUS)

Motion #24-018 **Councillor Smith/Councillor Wilson**
Be it resolved that the motion to approve a one-time interest forgiveness to source #135206 in the amount of \$94.50 is adopted; the account is paid in full. (CARRIED UNANIMOUS)

Motion #24-019 **Councillor Smith/Councillor Fitzpatrick**
Be it resolved that the motion to approve a one-time interest forgiveness to source #133722 in the amount of \$115.08 is adopted; the account is paid in full. (CARRIED UNANIMOUS)

Motion #24-020 **Councillor Smith/Councillor Wilson**
Be it resolved that the motion to approve the renewal of the Town of Placentia's Line of Credit of \$350,000 with the Royal Bank of Canada for the Town's general operating account is adopted. (CARRIED UNANIMOUS)

Motion #24-021 **Councillor Smith/Deputy Mayor Power**
Be it resolved that the motion to approve the shredding and proper disposal of aged accounting records for fiscal years 2015, 2016, & 2017 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 #24-022 **Councillor Wilson/Councillor Smith**
Be it resolved that the motion to approve Change Order #1 for project #HLE21-M000002 – Hurricane Larry Storm Damage 2021 Jersey Side Retaining Wall Repair in the amount of \$11,050.35 including HST is adopted. (CARRIED UNANIMOUS)

Motion #24-023 **Councillor Wilson/Deputy Mayor Power**
Be it resolved that the motion to approve Change Order #2 for project #HLE21-M000002 – Hurricane Larry Storm Damage Jersey Side Retaining Wall Repair in the amount of \$30,304.89 including HST is adopted. (CARRIED UNANIMOUS)

Motion #24-024 **Councillor Wilson/Councillor Smith**
Be it resolved that the motion to approve Change Order #3 for project #HLE21-M000002 – Hurricane Larry Storm Damage Jersey Side Retaining Wall Repair in the amount of \$48,857.75 including HST is adopted. (CARRIED UNANIMOUS)

Motion #24-025

Councillor Wilson/Councillor Fitzpatrick

Be it resolved that the motion to approve Change Order #4 for project #HLE21-M000002 – Hurricane Larry Storm Damage 2021 Jersey Side Retaining Wall Repair in the amount of \$8,337.50 including HST is adopted. (CARRIED UNANIMOUS)

Motion #24-026

Councillor Wilson/Councillor Smith

Be it resolved that the motion to approve Change Order #5 for project #HLE21-M000002 - Hurricane Larry Storm Damage 2021 Jersey Side Retaining Wall Repair in the amount of \$2,386.25 including HST is adopted. (CARRIED UNANIMOUS)

Motion #24-027

Councillor Wilson/Deputy Mayor Power

Be it resolved that the motion to approve Change Order #6 for project #HLE21-M000002 – Hurricane Larry Storm Damage 2021 Jersey Side Retaining Wall Repair in the amount of \$84,901.01 including HST is adopted. (CARRIED UNANIMOUS)

Motion #24-028

Councillor Wilson/Councillor Smith

Be it resolved that the motion to enter into the Contract Agreement with Maher’s Contracting for Project #17-GI-22-00094 Station Road Erosion Control for the revised scope of work at a total cost of \$435,275.08 including HST is adopted. (CARRIED UNANIMOUS)

Motion #24-029

Councillor Wilson/Councillor Smith

Be it resolved that the motion to accept funding under the Multi Year Capital Works 2023-2026 agreement as per Schedule A with the provincial share of the approved programs being \$1,000,145 is adopted. (CARRIED UNANIMOUS)

Motion #24-030

Councillor Wilson/Councillor Fitzpatrick

Be it resolved that the motion to accept funding under the Multi Year Capital Works 2017-2020 agreement as per Schedule A with the provincial share of the programs being \$1,100,145 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 recommendations:

Motion #24-031

Councillor Wilson/Councillor Smith

Be it resolved that the motion to approve application for Crown Lands submitted by Lorne Clarke for land located on Fox Harbour Road, noting that a development permit must be obtained prior to construction is adopted. **(CARRIED UNANIMOUS)**

Motion #24-032

Councillor Williams/Deputy Mayor Power

Be it resolved that the motion to approve application from Placentia Boxing Club (aka Fitness Centre) to operate a boxing/martial arts and fitness club in the Placentia area is adopted. Placentia Boxing Club intends to use Unity PARC as their venue; if this is the case, the agreement between them and the Town will stipulate that they must carry sufficient third-party insurance without any possibility of risk to the Town for any reason. **(CARRIED UNANIMOUS)**

Councillor Wilson provided an update from the Committee report in the absence of the Chair.

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.

ADJOURNMENT

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

Motion #24-033

Deputy Mayor Power/Councillor Wilson

Be it resolved that the motion to adjourn the meeting at 7:46 p.m.
is adopted. (CARRIED UNANIMOUS)



KEITH PEARSON, MAYOR



GERRY HYNES, CAO



DATE