

**Town of Fogo Island
Minutes Council Meeting
January 14, 2014**

A meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea
Councillor Lloyd Bixby
Councillor Bernadette Dwyer
Councillor Maureen Lynch

Deputy Mayor Wayne Collins (7:37 PM)
Councillor Edward Combden
Councillor Barbara Jacobs
Councillor Leonard McGrath

Staff:

Blanche Bennett, Town Clerk

Amanda McGrath, Executive Assistant

Absent:

Councillor Edmund Walbourne

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 6:55 P.M.

2. Delegation

- John Greene and Sidney Leyte were present to submit a petition to Council from the residents of Fogo regarding the water supply in that Community.
- Mr. Greene spoke of the poor water quality in the Community and that residents had gotten together last fall to discuss the issue.
- They indicated that the water is unsatisfactory; there is a lot of silt going through the system causing it to be very dirty, it clogs filtration systems and residents are unable to drink the water.
- The petition will also be presented to Minister Derrick Dalley and Minister Steve Kent.
- Mayor Shea indicated that the former Town of Fogo looked into addressing the problem; however it would be a huge cost to the Town. Divers had viewed the intake last year to see if anything could be done however the pond has a muddy bottom and cannot be corrected easily.
- Currently the Town is in the process of trying to detect leaks; this will help reduce the amount of water going through the system thus reducing the suction/force at the intake.
- Flooding on Pickett's Road was discussed, it is an area of major concern and the Town is taking steps to address the problem.
- Mayor Shea thanked Mr. Greene and Mr. Leyte for presenting the petition to council and they departed the meeting at 7:07 P.M.

3. Adoption of Agenda

2014-001

Dwyer/Lynch

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 7. Against 0.

4. Adoption of Minutes

2014-002

Dwyer/Combden

Resolved that the minutes of December 17 and 23, 2013 be adopted as presented.

Resolution Carried. In favour 7. Against 0.

5. Business Arising

5.1 Operations Audit

- A copy of an RFP from Central Waste was forwarded to Councillors for review prior to tonight's meeting. The Town Clerk will contact Mr. Bert Meadus for a copy of a proposal that he had prepared.
- It was noted that the cost will be between \$10,000 and \$15,000 and it doesn't need to be tendered.

6. Committee Reports

6.1 Finance Committee

Financial Report

2014-003

Dwyer/Collins

Resolved to approve cheques 3637 – 3664.

Resolution Carried. In favour 7. Against 0.

6.2 Public Works

- The monthly report by Daphne Coles, Supervisor of works was reviewed.
- The two individuals chosen to fill the position as advertised declined. Councillors agreed with the committee's recommendation not to fill the position at this time until the operations audit is completed.
- An update on the cost for Penton's Brook Project was given.

6.3 Recreation, Development & Special Events / Economic Development & Tourism

- Report from Sandy Crawford, Director of Recreation and Heritage Services was submitted for review.
- Councillor Dwyer gave an overview of the meeting held yesterday with the new committee.
- The Committee spoke about the importance of working closely with the Transportation Committee. They will also ask Denise Wilkins with ACOA to help prepare a marketing proposal for this summer.
- Natalie Falk will be on the Island from January 22 – 24 to hold an Opportunities Management Workshop and the results will be presented to Council while she is out.

6.4 Fire Services

- There were no suits in Deep Bay that would fit the new fire department members in the Fogo. It was suggested that they contact other Town's to see if they have extra suits that they would give the Department.
- The Committee will setting up a meeting with residents in Deep Bay soon.

➤ Deputy Mayor Wayne Collins joined the meeting at 7:37 P.M.

6.6 Policy and Human Resources

Harassment Policy

2014-004

Dwyer/Jacobs

Resolved that the Town of Fogo Island adopt the Harassment Policy as presented.
Resolution Carried. In favour 8. Against 0.

6.7 Transportation

Fogo Island Transportation Strategy

2014-005

Bixby/Jacobs

Resolved that the Fogo Island Transportation Strategy be adopted as presented.
Resolution Carried. In favour 8. Against 0.

- Mayor Shea will present the strategy to the Minister of Transportation and Works.
- The Transportation Committee will contact the Minister to see if he will come out to the Island for the presentation.
- It was agreed that the strategy will be made public; a notice will be posted in the newspaper and it will be posted on the Town's web site.
- It is anticipated that the Windsor should be back on the run, the week of February 10th.

7. Correspondence

7.1 Letter from Phil Barnes, Fogo Island Co-op

- Mr. Barnes' letter was discussed in detail. A meeting will be set up in the near future.

7.2 Letter from Max Penney

- Mr. Penney requested the right to access a Town owned artesian well adjacent to his property.

2014-006

Collins/McGrath

Resolved that the Town of Fogo Island draft an agreement for Mr. Penney to sign, that will give him permission to access a Town well adjacent to his property at his own risk and that Mr. Penney shall have the well tested. Be it further resolved that any other resident may have access to the well and that the Town will continue to hold ownership of the well.

Resolution Carried. In favour 8. Against 0.

7.3 Letter from Nadine Decker

- Ms. Decker's letter, in which she disagreed with Council's decision that she be responsible for expenses incurred by the Town for the judicial recount, was read.
- Councillors all agreed that they stand by their decision to recoup cost associated with the judicial recount. A recount had already been completed by Election Officials from the Town on September 29, 2013 and it was Ms. Decker's decision to request another recount through the judicial system, therefore Council should not be responsible for the cost.

7.4 Snowclearing

- Councillors discussed the concerns of residents who don't have their roads snow cleared either by the Town or the Department of Transportation and Works.

- It was agreed that the issue must be investigated further and that the Town should see what can be done.

2014-007

Bixby/McGrath

Resolved that the Public Works and Policy Committee work together to come up with a plan for snow clearing roads that are not presently being cleared.

Resolution Carried. In favour 8. Against 0.

- Mayor Shea will contact the Dept. of Transportation and Works to set up a meeting.

8. New Business

8.1 Public meeting with MP Scott Simms

- Scott Simms, MP will be hosting a public meeting tomorrow night at 7:00 PM regarding the loss of oil from the Manolis L, the sunken paper carrier near Change Islands.
- Mayor Shea was asked to speak at the meeting and everyone was encouraged to attend

8.2 Flat Earth Outpost – Liquor Licence

- Councillors agreed to write a letter of support to the Flat Earth Outpost for a table liquor license.

8.3 Gas Tax

2014-008

Bixby/Collins

Resolved that the Town of Fogo Island sign the Gas Tax agreement.

Resolution Carried. In favour 8. Against 0.

8.4 Councillor Orientation

- The Councillor Orientation session with Ed Goodyear, Regional Manager, Dept. of Municipal and Intergovernmental Affairs will be held on January 16th.

8.5 Luncheon at the Fogo Island Inn

- The Town Clerk was asked to contact David Curell, General Manager at the Fogo Island Inn to arrange the luncheon, in addition, Council will take them up on their offer to hold our next Council meeting at the Inn.

8.6 Oil Spill at the Post Office in Fogo

- It was noted that there was an oil spill at the Fogo Post Office and that a contractor has started to remove the contaminated soil; however the Town has not been informed.

8.7 Stag Harbour Hall – MCW

- Mayor Shea, Deputy Mayor Collins, Councillor Bixby and Jim Harty, Consulting Engineering met with Government Officials on Monday in Gander to receive an explanation for the delay in tendering the work.

**Town of Fogo Island
Minutes of Council Meeting
January 14, 2014**

- Council requested that the Government would allow them to proceed with tendering, however an engineer with Government is adamant there is not enough funding approved to complete the extension and renovations.

9. Date of next regular meeting
February 11, 2014.

10. Adjournment:

2014 -009

Bixby/Collins

Resolved that the meeting of January 14, 2014 be adjourned at 9:15 P.M.

Blanche Bennett
Town Clerk

Andrew Shea
Mayor

**Town of Fogo Island
Minutes Council Meeting
January 29, 2014**

A special meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea
Councillor Lloyd Bixby (2:48PM)
Councillor Barbara Jacobs
Councillor Edmund Walbourne

Deputy Mayor Wayne Collins
Councillor Bernadette Dwyer
Councillor Leonard McGrath

Staff:

Blanche Bennett, Town Clerk

Amanda McGrath, Executive Assistant

Absent:

Councillor Maureen Lynch

Councillor Edward Combden (Vacation)

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 2:39 P.M.

2. Gas Tax – Capital Investment Plan (CIP)

- Councillors met to discuss and review the gas tax funding and create a new CIP.
- The total amount available for the eight years ending 2014 is \$880,087.05. The amount being held by the Department of Municipal and Intergovernmental Affairs is \$679,632.58; the remainder is in the Town's Gas Tax Account.
- When the new gas tax agreement is signed and the CIP is completed the funds held by Government will be released.
- ❖ Councillor Bixby joined the meeting at 2:48 P.M.
- Discussions were held on possible projects and their advantages and cost saving benefits.

2014 -010

Jacobs/Dwyer

Resolved that the Capital Investment Plan for the Town of Fogo Island will include; installing a low-e ceiling, dehumidifier and new lighting at the Iceberg Arena at a cost of \$190,660.00.

Resolution carried. In Favour 6. Against 1 (Mayor Shea).

2014 -011

Collins/Walbourne

Resolved that the Capital Investment Plan for the Town of Fogo Island will include; installing and intergrading mapping, document digitization and plotting into the Town's software system at a cost of \$29,743.20.

Resolution carried. In Favour 7. Against 0.

2014 -012

Walbourne/Bixby

Resolved that the Capital Investment Plan for the Town of Fogo Island will include; upgrading of the road and installation of new culverts to improve drainage and flooding issues on Southside Road by Penton's Brook at an estimated cost of \$130,000.00.

Resolution carried. In Favour 7. Against 0.

2014 -013

Dwyer/McGrath

Resolved that the Capital Investment Plan for the Town of Fogo Island will include; installing PH systems at the Fogo, Joe Batt's Arm and Tilting pump houses at a cost of \$155,155.44.

Resolution carried. In Favour 7. Against 0.

2014 -014

Bixby/McGrath

Resolved that the Capital Investment Plan for the Town of Fogo Island will include; upgrading and paving on Brown's Point Road at a cost of \$264,643.06.

Resolution carried. In Favour 7. Against 0.

2014 -015

Walbourne/Bixby

Resolved that the Capital Investment Plan for the Town of Fogo Island will include; allocating \$116,948.55 towards the installation of a potable drinking water unit in Stag Harbour.

Resolution carried. In Favour 7. Against 0.

3. Operational and Salary Review and A Review of Other HR Issues

- Councillors reviewed the proposal submitted by Bert Meadus, AEM Human Resources Consulting.

2014 -016

Jacobs/Bixby

Resolved that the Town of Fogo Island accept the proposal by Bert Meadus of AEM Human Resources Consulting for an Operational and Salary Review and A Review of Other Human Resources Issues at a cost of \$7,920 plus travel expenses and taxes.

Resolution carried. In Favour 7. Against 0.

4. Stag Harbour Hall Extension

- Mayor Shea spoke about plans that the Department of Municipal and Intergovernmental Affairs has to request an independent estimate to complete the extension to Stag Harbour Hall.

- All were in agreement that they wish for the project to be tendered at the current amount approved.

5. Adjournment:

2014 -017

McGrath

Resolved that the meeting of January 29, 2014 be adjourned at 4:15 P.M.

Blanche Bennett
Town Clerk

Andrew Shea
Mayor

**Town of Fogo Island
Minutes Council Meeting
February 11, 2014**

A meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Deputy Mayor Wayne Collins
Councillor Edward Combden
Councillor Barbara Jacobs
Councillor Edmund Walbourne

Councillor Lloyd Bixby
Councillor Bernadette Dwyer
Councillor Leonard McGrath

Staff:

Blanche Bennett, Town Clerk

Amanda McGrath, Executive Assistant

Absent:

Mayor Andrew Shea, Sick

Councillor Maureen Lynch, Sick

1. Call to order:

Deputy Mayor Collins welcomed everyone and called the meeting to order at 6:55 P.M.

2. Delegation

- Cpl. Greening was present to discuss the RCMP's 2014 priorities for Fogo Island. They will focus on traffic enforcement especially impaired driving.
- Councillors inquired as to what the RCMP's policy is regarding the use of skidoo's on the roadways.
- The issue drinking while operating a skidoo was also discussed.
- In the past the RCMP's budget was completed by the district in Gander, now it is the responsibility of the local detachments.
- Deputy Mayor Collins thanked Cpl. Greening for meeting with Councillors.

3. Adoption of Agenda

2014-018

Bixby/Dwyer

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 7. Against 0.

4. Adoption of Minutes

2014-019

McGrath/Combden

Resolved that the minutes of January 14, 2014 be adopted as presented.

Resolution Carried. In favour 7. Against 0.

5. Business Arising

5.1 Operations Audit

- Mr. Bert Meadus will be here from February 25-26, he will meet with Councillors on the 25th and staff on the 26th.

5.2 Transportation Strategy

- The meeting has been requested with Minister McGrath to present the Transportation Strategy, a date has not been confirmed. Blanche Bennett, Town Clerk was asked to follow up.

5.3 Max Penney – Request to use Town well

- The letter was sent to Mr. Penney regarding the use of the well in Little Seldom but no response has been received from him.

6. Committee Reports

6.1 Finance Committee

- The 2012 audit has been completed and will be forwarded to the Department of Municipal and Intergovernmental Affairs this week. The Town's MOG and gas tax money will be forthcoming when our audit is received.

Financial Report

2014-020

Collins/Dwyer

Resolved to approve cheques 3665-3698.

Resolution Carried. In favour 7. Against 0.

6.2 Public Works

- The monthly report by Daphne Coles, Supervisor of works was reviewed and discussed.
- Councillor Walbourne gave an update on the work that took place on Pickett's Road, to try to find if there are any water leaks in the area.

Snowclearing

- The Public Works and Policy Committee's met to discuss roads that are not presently being snow cleared by either the Town or the Department of Transportation and Works (DTW).
- The Public Works department will be asked to plow Collins' Road and Hall Road tomorrow. The Town will meet with the DTW to see if an arrangement can be made regarding snowclearing those roads.

2014-021

Dwyer/Walbourne

Resolved that the issue of roads, snowclearing and maintenance be referred to Bert Meadus of AHM HR to be included in the review and to provide us with information on how other amalgamated towns have addressed the service and to make recommendations on how to proceed to develop a road policy.

Resolution Carried. In favour 7. Against 0.

2014-022

Bixby/Walbourne

Resolved that Collin's Road and Hall Road be plowed.

Resolution Carried. In favour 7. Against 0.

2014-023

Dwyer/Walbourne

Resolved that Town of Fogo Island take ownership of Hall Road, Tilting.
Resolution Carried. In favour 7. Against 0.

6.3 Recreation, Development & Special Events / Economic Development & Tourism

- Report from Sandy Crawford, Director of Recreation and Heritage Services was submitted for review.

2014-024

Dwyer/Walbourne

Resolved that Town of Fogo Island adopt the Tourism Committee Policy as presented.
Resolution Carried. In favour 7. Against 0.

- Councillor Dwyer gave an overview of issues discussed at their Tourism Committee meeting for the upcoming tourism season. Some issues discussed included, exploring the idea of putting an Information Centre in Farewell, lobbying to get a cellular booster in Farewell, an information booth on the ferry, infrastructure requirements and maintenance, evaluate all sites on Fogo Island including upgrading interpretation at those sites, developing and expanding tourism, staffing to start May 1, an entrance survey at Farewell for tourist, having an assessment done of the trails to ensure they are safe for this summer and an assessment for future development and exploring the older worker program and targeted wage subsidies.

6.4 Transportation

- The Department of Transportation and Works have implemented a temporary ice schedule with 3 combined trips per day.
- A request has been made to change the dangerous goods trip from Sunday while the temporary schedule is in place.

2014-025

Bixby/Walbourne

Resolved that while the temporary ice schedule is in place that the dangerous goods trip be changed to Friday if an extra trip is added for that day.
Resolution Carried. In favour 7. Against 0.

❖ Councillor Bixby excused himself from the meeting at 9:20 P.M.

6.5 Fire Services

- The Committee is planning to set up a meeting soon to discuss some pressing issues.
- The departments providing water to the stadium will also be discussed with the various departments.

6.6 Policy and Human Resources

- No report was submitted.

7. Correspondence

**7.1 Canada Post – Reduced postal service – Seldom
2014-026**

Jacobs/McGrath

Resolved that town write a letter of support for the post office in Seldom to retain its hours of operation.

Resolution Carried. In favour 6. Against 0.

**7.2 Federation of Canadian Municipalities Membership
2014-027**

Jacobs/McGrath

Resolved that town become members of the Federation of Canadian Municipalities.

Resolution Carried. In favour 6. Against 0.

7.3 Central Health – Nomination needed for the Community Advisory Committee

- Item was deferred.

8. New Business

8.1 Review of Town's Culture and Heritage infrastructure

- Issue was discussed in 6.3

8.2 Town Office Renovations

2014-028

McGrath/Dwyer

Resolved that renovations be done to the lobby and front office, to provide adequate space for the council chambers.

Resolution Carried. In favour 6. Against 0.

8.3 Request for land from Ross Osmond

- Mr. Osmond has requested a section of land that the Town has leased from crown land. Mr. Osmond will be asked to put his request in writing.

**8.4 Brendan Broders – Request for approval – a crown land easement for septic line
2014-029**

Dwyer/Walbourne

Resolved that Mr. Brendan Broders' request for approval of a crown land easement to install a septic line to the ocean not be approved due to an environmental concern's for Sandy Cove Beach and that an engineering study is in the process of being completed for the area.

Resolution Carried. In favour 6. Against 0.

9. Other

9.1 PMA Convention

2014-030

Jacobs/Dwyer

Resolved that Blanche Bennett, Town Clerk and Amanda McGrath, Executive Assistant attend the 2014 Annual PMA Convention in Gander.

Resolution Carried. In favour 6. Against 0.

9.2 Dr. Paul Hurley – Appeal - Permit Application Refusal

- The notice of appeal for the Town refusing Dr. Hurley's request for permit was received.
- The Regional Appeal Board has requested information within 30 days from the Town, pertaining to the request and refusal of the permit application.

10. Date of next regular meeting

March 4, 2014.

11. Adjournment:

2014 -031

Combden

Resolved that the meeting of February 11, 2014 be adjourned at 9:53 P.M.

Blanche Bennett
Town Clerk

Andrew Shea
Mayor

**Town of Fogo Island
Minutes Council Meeting
March 11, 2014**

A meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea
Councillor Lloyd Bixby
Councillor Barbara Jacobs

Deputy Mayor Wayne Collins
Councillor Bernadette Dwyer
Councillor Leonard McGrath

Staff:

Blanche Bennett, Town Clerk

Absent:

Councillor Edward Combden, Vacation
Councillor Edmund Walbourne, Sick

Councillor Maureen Lynch, Sick
Amanda McGrath, Executive Assistant, Sick

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 7:00 P.M.

2. Adoption of Agenda

2014-032

Bixby/Dwyer

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 6. Against 0.

3. Adoption of Minutes

2014-033

McGrath/Jacobs

Resolved that the minutes of February 11, 2014 be adopted as presented.

Resolution Carried. In favour 6. Against 0.

4. Business Arising

4.1 Central Health – Nomination to the Community Advisory Board

- Councillor Lynch will be asked if she would sit on the board.

4.2 Meetings in St. John's

- Blanche Bennett, Town Clerk was asked to arrange meetings with Minister Kent, Minister McGrath and Minister Sullivan.

5. Committee Reports

5.1 Finance Committee

- The 2012 audit was reviewed.

i. Financial Report

2014-034

Collins/Bixby

Resolved to approve cheques 3699-3744.

Resolution Carried. In favour 6. Against 0.

❖ **Delegation**

- Eileen Newman attended the meeting to present a petition to Council requesting more long term beds at the Fogo Island Health Care Centre. Council will present the petition to Minister Sullivan in St. John's.

5.1 Continued

ii. Overdraft /Line of credit

2014-035

Collins/McGrath

Resolved that the Town of Fogo Island request a line of credit from the Bank of Nova Scotia in the amount of \$200,000.

Resolution Carried. In favour 6. Against 0.

5.2 Public Works

- The monthly report by Daphne Coles, Supervisor of works was reviewed and discussed.
- Paul Donovan and Angie Decker have been experiencing problems with their sewer again. The Public Works Department has been investigating the issue and will be looking at the elevation of the line. A meeting will be set up with Mr. Donovan and Ms. Decker.
- The Committee has been reviewing the possibility of purchasing a new back hoe, complete with bucket, buster and blade. The approximate cost will be \$2800 per month for 5 years. The issue will be discussed at the next meeting.

5.3 Recreation, Development & Special Events / Economic Development & Tourism

- Report from Sandy Crawford, Director of Recreation and Heritage Services was submitted for review.
- Councillors spoke about the idea of contracting someone to do proposal writing, as a dedicated person is needed to write proposals, to secure and identify funding opportunities.
- Councillor Dwyer provided information on a proposal they are working on for older workers. This project will be advertised pending funding approval.
- The ACOA proposal currently being worked on will include public restrooms, visitor information Centres in Farewell and Stag Harbour, Town squares, signage, trail upgrades and assessments and museum infrastructure improvements.
- A long term tourism strategy will be developed for this fall, all Council should be involved.

5.4 Fire Services

- The Committee met with the JBS Fire Department concerning the water for the Stadium and they have agreed to help.
- They also met with Doug Nippard, the former Deep Bay Fire Chief to discuss the equipment belonging to the former department.
- The Committee visited the old school in Deep Bay, it has been refurbished and an artist wants to use it this summer.
- A Fire Services Committee meeting will be held on Monday, March 17th.

5.5 Transportation

- No report was submitted.

5.6 Policy and Human Resources

- No report was submitted.

6. Correspondence

6.1 Fabian & Anna Donahue and Samuel & Mable Brown – Brown's Road, JBA

- The letter in which they requested the road to be plowed was discussed.

2014-036

Jacobs/Collins

Resolved that a letter will be sent to the residents letting them know that the Public Works and Policy Committees are reviewing this along with other roads.

Resolution Carried. In favour 6. Against 0.

6.2 Minister Steve Kent – Water Quality in Fogo

- Minister Kent's response letter to the residents of Fogo regarding the petition they presented to him, concerning the poor water quality was discussed.

6.3 Canada Post – Reduction in hours at the Seldom Post Office

- The letter from Canada Post informing Council that the hours of operation at the Seldom Post Office will be reduced was addressed.

7. New Business

7.1 Town Logo

- A logo committee was established. Mayor Shea, Councillor Bixby and staff will make up the committee and will make recommendations to council.

7.2 T4's

- Concerns regarding Councillors receiving a T4 for remuneration was discussed. MNL and the Department of Municipal and Intergovernmental Affairs will be contacted to see if this is compulsory.

7.3 Request for discount – Municipal Taxes for summer residents

- Mr. Brian Coffin's email requesting a discount for summer residential properties was reviewed.

2014-037

Bixby/Dwyer

Resolved that a letter will be sent to Mr. Brian Coffin explaining to him the policy regarding taxes and that no discounts apply to summer residential properties.

Resolution Carried. In favour 6. Against 0.

7.4 Request for permit – Tony Dwyer – shed

2014-038

Collins/Bixby

Resolved that Tony Dwyer's request for a permit to build a shed on his property be approved, with the stipulation that siding be installed and painted were required.

Resolution Carried. In favour 6. Against 0.

8. Other

8.1 Clean and Safe Drinking Water Workshop

2014-039

Jacobs/Dwyer

Resolved that two members from the Public Works Department attend the Workshop.

Resolution Carried. In favour 6. Against 0.

8.2 Gas Tax - CIP

2014-040

Dwyer/Bixby

Resolved that the Capital Investment Plan for the Town of Fogo Island be revised to include the following , inclusive of HST and/or engineering fees; installing a low-e ceiling and new lighting at the Iceberg Arena at a cost of \$180,400.00; installing and integrating mapping, document digitization and plotting into the Town's software system at a cost of \$31,120.20; installing PH systems at the Fogo, Joe Batt's Arm and Tilting pump houses at a cost of \$212,710.00; upgrading and paving on Brown's Point Road at a cost of \$195,170.00; upgrading and paving on Penney's Lane at a cost of \$124,780.00 and upgrading of local Town roads at a cost of \$135,906.85.

Resolution Carried. In favour 6. Against 0.

8.3 Fogo Fire Department – Purchase of Bunker Suites

- The department purchased bunker suites from K & D Pratt, without acquiring a purchase order (PO) from the Town Office. The Town Clerk was instructed to write a letter to the Fogo Fire Department to inform them that no purchases shall be made without acquiring a PO from the Town Office.

- The Town Clerk was asked to contact K & D Pratt to advise them that no items may be sold to any Fire Department without a PO from the Town Office.

2014-041

Collins/McGrath

Resolved that the Town of Fogo Island cost share with the Fogo Fire Department for the purchase of a bunker suite totaling \$1,952.92 on a 40/60 basis, with the Town's share being 40%.

Resolution Carried. In favour 6. Against 0.

9. Adjournment:

2014 -041

Bixby

Resolved that the meeting of March 11, 2014 be adjourned at 10:00 P.M.

Blanche Bennett
Town Clerk

Andrew Shea
Mayor

**Town of Fogo Island
Minutes Council Meeting
April 15, 2014**

A meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea
Councillor Lloyd Bixby
Councillor Bernadette Dwyer
Councillor Leonard McGrath

Deputy Mayor Wayne Collins
Councillor Edward Combden
Councillor Maureen Lynch

Staff:

Blanche Bennett, Town Clerk

Amanda McGrath, Executive Assistant

Absent:

Councillor Barbara Jacobs, Work Commitment

Councillor Edmund Walbourne, Sick

Also present:

Fabian Donahue
Sharon Coffin

Sam Brown
Derick Coffin

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 6:50 P.M.

2. Delegations

i. Fabian Donahue & Sam Brown

- Mr. Donahue and Mr. Brown were present to discuss snow clearing on the section of Brown's Road where their homes are located.
- Residents were informed that the issue is under review; that Council is looking into a policy for snowclearing.
- Mayor Shea thanked Mr. Donahue and Mr. Brown for attending the meeting.

ii. Sharon and Derick Coffin

- Mr. and Mrs. Coffin requested the meeting with Council to gain their support in getting a Satellite Dialysis Unit for Fogo Island.
- Currently there are four residents on Fogo Island who have to travel to Gander to receive dialysis.
- The total time it takes for a resident to travel to Gander, receive their treatment and return home is approximately 13 hours. However, with the ferry system, travel is often impeded due to delays, cancelations and/or breakdowns.
- Due to the difficulties travelling on and off Fogo Island, residents may not have any other option than to move away or to opt to have no treatment will lead to their death.
- Mrs. Coffin was informed that Council is willing to support her cause and to forward any information to the Office so that letters of support can be written.
- Mayor Shea thanked Mr. and Mrs. Coffin for attending the meeting.

3. Adoption of Agenda

2014-042

Bixby/Collins

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 7. Against 0.

4. Adoption of Minutes

2014-043

McGrath/Dwyer

Resolved that the minutes of March 11, 2014 be adopted as presented.

Resolution Carried. In favour 7. Against 0.

5. Business Arising

- No business arising.

6. Committee Reports

6.1 Finance Committee

- Councillors reviewed the financial report.

2014-044

Collins/Lynch

Resolved to accept the financial report for March 2014 and approve cheques 3745-3777.

Resolution Carried. In favour 7. Against 0.

6.2 Public Works

- The monthly report by Daphne Coles, Supervisor of works was reviewed and discussed.
- Request to purchase a water thawer pump at a cost of \$2,900 from EMCO was approved.
- Request to purchase two new submersible pumps was deferred; the public works committee will speak with Daphne regarding the best pumps to purchase.
- A long term plan will be completed for equipment needed for Town.

Electrical Tender for JBA Garage

- ❖ Councillor Dwyer declared herself in conflict of interest and was excused from the proceedings.

2014-045

Combden/Bixby

Resolved to accept the tender from LGR Electrical at a cost of \$14,800 plus HST, to install electrical at the JBA Garage.

Resolution Carried. In favour 6. Against 0.

- ❖ Councillor Dwyer rejoined the meeting.

6.3 Recreation, Development & Special Events / Economic Development & Tourism

- Report from Sandy Crawford, Director of Recreation and Heritage Services was submitted for review.
- Councillor Dwyer gave an update on the Older Worker Program and the ACOA proposal.
- It was noted that the Communities of Stag Harbour and Deep Bay don't have a place for notices to be posted and do not have the Information Station. Council spoke about having a message board placed in those Communities.

6.4 Fire Services

- Mayor Shea gave a report on the recent meeting that was held.

- Most Departments are in agreement that there will be one bank account administered by the Town Office, with the monies earmarked for each Department.
- The subject of one Fire Chief for Fogo Island with Captains for the current Departments was discussed at their meeting.
- Fire Hydrants - Firemen have agreed that they would participate in snow clearing fire hydrants.

6.5 Policy and Human Resources

- No report was submitted.

6.7 Transportation

- The committee asked Government to cancel the temporary ice schedule.
- The Fogo Island Transportation Strategy was presented to Minister McGrath at a meeting held in St. John's last week. The Town Clerk was asked to follow up with Gary Gosse, ADM, regarding the strategic plan.

7. Correspondence

7.1 Emergency Preparedness Conference and Municipal Symposium - Gander

- Mayor Shea agreed to attend the Municipal Symposium from May 1 – 3 and Councillor McGrath agreed to attend the Emergency Preparedness conference from April 30 – May 1.

7.2 The Royal Canadian Legion – support for naming the new ferry

- A group of Citizens from the Community of Fogo had contacted the Royal Canadian Legion regarding their support for the naming of the new ferry, not the Town of Fogo Island; the Legion will be contacted to correct this.
- In the next newsletter the Town will ask residents for suggestions for naming the new ferry.

7.3 i. Fogo Island Family Resource Centre – Booking issues at the stadium

ii. Colette Wells-Coish – Response to letter from FIFRC

- The letter from the Fogo Island Family Resource Centre regarding a booking issue at the stadium and the response letter from Colette Wells-Coish were addressed.

7.4 Seldom-Little Seldom Fire Department – Ryan Holmes nomination as Fire Chief

2014-046

Collins/McGrath

Resolved to accept Ryan Holmes' nomination as the new Fire Chief for the Seldom-Little Seldom Fire Department.

Resolution Carried. In favour 7. Against 0.

7.5 Ross Osmond – Release portion of land lease

- Councillors reviewed Mr. Osmond's letter and diagram in which he requested that the Town release a portion of the land lease that the stadium holds.
- Daphne Coles, Supervisor of Works will be asked to meet with Mr. Osmond to mark out the area he needs for the septic system only.

2014-047

Collins/Dwyer

Resolved to write a letter to Mr. Osmond asking him to submit a detailed plan by a certified engineer with the dimensions required for the septic system.

Resolution Carried. In favour 7. Against 0.

7.6 Eugene Collins – Request for reduction in taxes

- Mr. Collins' letter in which he requested a reduction in taxes for the Quiet Cannon Hotel was discussed in detail.

2014-048

Collins

Resolved that a tax agreement will be put in place for the Quiet Cannon Hotel in the amount of \$4,000.

Resolution defeated – no seconder.

- Tax rates for hotels from different municipalities will be compiled for the next meeting.

7.7 Councillor Jacobs - Request for a 3 month leave of absence

2014-049

Bixby/McGrath

Resolved to grant Councillor Jacobs a 3 month leave of absence.

Resolution Carried. In favour 7. Against 0.

7.8 Requests for permit

i. Dennis Fudge – To construct new home

2014-050

Bixby/McGrath

Resolved that Dennis Fudge's request for a permit to build a home on his property be approved, subject to all other licenses, permits and requirements from government are approved and a copy of the letter stating that he is permitted to use the septic system owned by the hospital is forwarded to Council.

Resolution Carried. In favour 7. Against 0.

ii. Fogo Island Fuels Ltd. – Prefabricated building

- Councillors discussed the application from Fogo Island Fuels Ltd. to install a prefabricated building on the corner of Freake's Lane and Brown's Road.

- It was agreed that more information is required regarding the development and the request will be deferred until the next meeting. Some additional information that is required before a decision is made would include; what specifically would the building will be used for, the use of the land in the surrounding area, water and sewer requirements, what impact would the proposed development have to the area, environmental, hazard and health concerns and zoning of the area.

7.9 Requests for Crown Land

i. Mary Shea – Extension to property

ii. Patrick Shea – Summer Home

- ❖ Mayor Shea declared himself in conflict of interest and was excused from the proceedings.

2014-051

Bixby/Combden

Resolved that the crown land application for Mary Shea and Patrick Shea be approved.
Resolution Carried. In favour 6. Against 0.

❖ Mayor Shea returned to the meeting.

7.10 Canada Post – Reduction in postal hours for the Tilting Post Office

2014-052

Dwyer/Bixby

Resolved that the Town of Fogo Island sign the resolution protesting the reduction in hours for the Tilting Post Office.

Resolution Carried. In favour 7. Against 0.

8. New Business

8.1 Municipal Plan and Development Regulations

- Councillors agreed that they will review the Municipal Plan and Development Regulations and to contact the Town Clerk with any changes they feel are needed before its adoption.

8.2 Meeting with Shorefast Foundation

- The minutes of the meeting held on April 14, 2014 were distributed and Mayor Shea gave an overview of the meeting.

- A committee will be established consisting of representatives from Council and the Shorefast Foundation, to partner to further advance Fogo Island. Councillor Dwyer, Councillor Combden and Deputy Mayor Collins agreed to sit on the committee and Mayor Shea agreed to sit on the committee as Mayor and in the event of one Council member not being available for a meeting.

9. Other

Reduction in Shrimp Quota

- The Town Clerk was asked to contact MNL to send out an email to all Municipalities across Newfoundland and Labrador to support fishermen and plant workers in the efforts against the reduction to the shrimp quota.

10. Adjournment:

2014 -053

Bixby

Resolved that the meeting of April 15, 2014 be adjourned at 10:22 P.M.

Blanche Bennett
Town Clerk

Andrew Shea
Mayor

Town of Fogo Island
Council Meeting
May 7, 2014

A Special Meeting of Council was held on the above date with the following in attendance:

Mayor Andrew Shea	Councillor Lloyd Bixby
Deputy Mayor Wayne Collins	Councillor Edmund Walbourne
Councillor Bernadette Dwyer	Councillor Leonard McGrath
Councillor Edward Combden	

Staff: Blanche Bennett, Town Clerk

Mayor Shea called the meeting to order and said that the purpose of the meeting was to review the proposals from prospective engineering consultants.

It was agreed to give everyone 3-5 minutes to speak to it, giving pros and cons of each proposal. Differing opinions were expressed as follows.

Suggested to get outside input since some Councillors felt they weren't qualified to make a good judgment call on who to choose.

We need a Consultant who will go to Government on the Town's behalf and one who has extensive background in road work, arenas, water/sewer etc.

Make a decision now, since it won't be any easier in two weeks to reach an agreement

2014-054

Collins/Bixby

Resolved that the Town ask for an expert opinion on these RFP's. Resolution defeated 2/5

A secret ballot was then given to each Councillor and the results were 5 for Progressive Engineering/1 for Harris and Associates and 1 for Harty Engineering.

2014-055

McGrath/Dwyer

Resolved that Progressive Engineering be awarded the position of Consultant for the Town of Fogo Island. MC

Blanche Bennett
Town Clerk

Andrew Shea
Mayor

**Town of Fogo Island
Minutes Council Meeting
May 13, 2014**

A meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Deputy Mayor Wayne Collins
Councillor Edward Combden
Councillor Maureen Lynch

Councillor Lloyd Bixby
Councillor Bernadette Dwyer
Councillor Leonard McGrath

Staff:

Blanche Bennett, Town Clerk

Amanda McGrath, Executive Assistant

Absent:

Mayor Andrew Shea, Medical Commitment
Councillor Edmund Walbourne, Medical Commitment
Councillor Barbara Jacobs, Work Commitment

Also present:

Bradley Sargent

Morley Freake

1. Call to order:

Deputy Mayor Wayne Collins welcomed everyone and called the meeting to order at 6:50 P.M.

2. Adoption of Agenda

2014-056

Combden/Bixby

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 6. Against 0.

3. Adoption of Minutes

2014-057

McGrath/Dwyer

Resolved that the minutes of April 15, 29 and May 7, 2014 be adopted as presented.

Resolution Carried. In favour 6. Against 0.

4. Business Arising

4.1 Municipal Plan and Development Regulations

2014-058

Dwyer/Bixby

Resolved that the amendment made to the Municipal Plan and Development Regulations in April 2013 be removed.

Resolution Carried. In favour 6. Against 0.

4.2 Ross Osmond – Release portion of land lease

- Councillors reviewed the photos of the area and discussed the issue in detail.

- An environmental assessment and an engineering design must be completed.

2014-059

Dwyer/Lynch

Resolved that a conditional approval be given to Ross Osmond to install a septic system, on the condition that an environmental assessment and engineering design is completed.

Resolution Carried. In favour 6. Against 0.

4.3 Quiet Cannon – Municipal taxes

2014-060

Dwyer/Lynch

Resolved that the Quiet Cannon will be charged a grant in lieu of taxes in the amount of \$4,000.

Resolution Carried. In favour 6. Against 0.

4.4 Delegation – Bradley Sargent and Morley Freake

- Mr. Sargent has requested to locate a steel prefabricated building on Freake's Lane. He indicated that the building will be used as a storage shed for personal use and he has a bill of sale for the land.
- Concerns have been registered at the Town Office about the building; location, appearance, what it will be used for, environmental concerns, etc.
- Mr. Freake gave Councillors an overview on the history of the land in which he is proposing to build a shed. He requested to hold off on getting the permit until the land dispute gets straightened out.

5. Committee Reports

5.1 Finance Committee

- Councillors reviewed the financial report.

2014-061

Combden/Lynch

Resolved to accept the financial report for April 2014 and approve cheques 3779-3809.

Resolution Carried. In favour 6. Against 0.

5.2 Public Works

- The monthly report by Daphne Coles, Supervisor of works was reviewed and discussed.
- Councillor Lynch had some concerns regarding the notice for spring clean-up; it did not give Communities on the south and west side of Fogo Island ample time to prepare for the clean-up. The public works department will be instructed to travel through the affected Communities on Friday to pick up items out for spring clean-up.

Tender - Fogo Rec Centre

2014-062

Combden/Bixby

Resolved to accept the tender from Vincent Payne at a cost of \$6,000, to replace the shingles and install clapboard on the Fogo Rec Centre.

Resolution Carried. In favour 6. Against 0.

5.3 Recreation, Development & Special Events / Economic Development & Tourism

- Councillor Dwyer gave an update on the Older Worker Program; it will be June 23 before it is rolled out, therefore it will have to be bridged with the JCP until it is signed off on. The ACOA proposal has not been approved yet.
- Report from Sandy Crawford, Director of Recreation and Heritage Services was submitted for review.

- Request to hire 3-4 Regional Tourism Managers – Councillors agreed to wait on hiring for those positions.

5.4 Fire Services

- Councillor McGrath presented his report from the Emergency Preparedness Conference that was held in Gander.
- The Town Clerk was asked to check with the Fire Departments to see how many buckets of foam they have.

5.5 Policy and Human Resources

- No report was submitted.

5.7 Transportation

- Councillor Lynch gave an update on transportation issues.
- Operation of food service vender at ferry terminal in Man O' War Cove– the Town is willing to provide a permit to operate.
- The ferry is in need of electrical repairs and will need to be taken out of service for one day. The committee will request that the first and last crossings remain in place.
- The Department of TW will from now on, only contact the chair of the Transportation Committee with information on the ferry; the Chairperson will then be responsible to forward the information to Council and the Committee.
- The Department of TW has indicated that if there is a swing vessel available for this summer it will be sent to the Fogo Island/Change Islands run.

6. Correspondence

6.1 Alan Cobb, Shorefast Foundation

- Request to defer payment of taxes without interest charges for all residential and commercial property tax and business tax for the Shorefast Foundation, until the business agreement discussions have reached a conclusion, was discussed.

2014-063

Combden/Bixby

Resolved to defer the Property and Business taxes including interest charges for the Fogo Island Inn, until September 30, 2014 or prior if a business agreement is reached with the Shorefast Foundation. Resolution Carried. In favour 6. Against 0.

6.2 Eastlink

- Residents of Stag Harbour have been notified that Eastlink will be discontinuing service in their Community.

2014-064

Bixby/Lynch

Resolved that the Town write a letter to Eastlink urging them to reconsider discontinuing service in Stag Harbour.

Resolution Carried. In favour 6. Against 0.

6.3 Petition

- Residents on Penton's Road submitted a petition to Council to have Penton's Road paved this summer.
- A letter will be written to the residents stating that Council is striving to have all local roads paved; this is pending the asphalt plant is on Fogo Island this summer and pending funding.

6.4 Requests for permit

i. Bradley Sargent – Establish a prefabricated building

- Mr. Sargent's request was discussed in detail.
- In light of concerns from residents and business, Councillors agreed to defer the request until the next meeting. In addition, Town's across the Province will be polled regarding the installation of prefabricated buildings in residential areas.

2014-065

Dwyer/McGrath

Resolved that the request for a permit to establish a prefabricated building from Bradley Sargent be deferred until the next meeting, due to concerns from the Community. Be it also resolved that Town's across the Province will be polled regarding the installation of prefabricated buildings in residential areas.

Resolution Carried. In favour 6. Against 0.

ii. Allan George Ford – Construct Cabin

2014-066

Combden/Dwyer

Resolved that the request for a permit from Allan George Ford to construct a cabin be approved pending all other government licenses and permits are in place.

Resolution Carried. In favour 6. Against 0.

6.5 Requests for Crown Land

i. Lambert Dwyer

2014-067

Bixby/Lynch

Resolved that all crown land applications for Sandy Cove be deferred until relevant information is accessed for land use and water and sewer planning in the area is completed.

Resolution Carried. In favour 6. Against 0.

ii. Larry Roebotham

2014-068

Combden/Lynch

Resolved that the crown land application for Larry Roebotham be approved, stating that the ownership of the land is unknown.

Resolution Carried. In favour 6. Against 0.

6.6 Kevin Rowe, Island Petroleum – Request approval to install additional fuel storage tanks

2014-069

Bixby/McGrath

Resolved that the Town of Fogo Island approve Island Petroleum's request to install additional fuel storage tanks at their tank farm in Seldom.
Resolution Carried. In favour 6. Against 0.

6.7 Cyril Burke, St. Patrick's Finance Committee

- Mr. Burke's letter regarding the progress on the demolition of the old school in Tilting was addressed.
- Councillors agreed that the Town will pay the Parish their share, not to the contractor.

6.8 Family Resource Centre – Rental of Office Space

- The request from the Family Resource Centre to rent Office Space in the Stadium was deferred until the next meeting.

6.9 Susan Cull – Request to develop land

- The email from Susan Cull wondering if Council is willing to approve the necessary building permits to develop the land at 15 Centre Island Road South, to start an automotive repair garage was discussed.
- Councillors all agreed that they would have no objections, pending all government licenses and permits are in place.

7. New Business

7.1 Invoice – R & K Construction

2014-070

Bixby/Lynch

Resolved that the Town of Fogo Island pay invoice number 3578 totaling \$46,010.42 but withhold 10%, until the work is completed to the culvert on Penton's Brook.
Resolution Carried. In favour 6. Against 0.

8. Date of Next meeting

June 10, 2014

9. Adjournment:

2014 -071

Combden

Resolved that the meeting of May 13, 2014 be adjourned at 9:55 P.M.

Blanche Bennett
Town Clerk

Andrew Shea
Mayor

**Town of Fogo Island
Minutes Council Meeting
June 10, 2014**

A meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Deputy Mayor Wayne Collins
Councillor Edward Combden
Councillor Maureen Lynch
Councillor Edmund Walbourne

Councillor Lloyd Bixby
Councillor Bernadette Dwyer
Councillor Leonard McGrath

Staff:

Blanche Bennett, Town Clerk

Amanda McGrath, Executive Assistant

Absent:

Mayor Andrew Shea, Family Commitment
Councillor Barbara Jacobs, Work Commitment

1. Call to order:

Deputy Mayor Wayne Collins welcomed everyone and called the meeting to order at 7:00 P.M.

2. Adoption of Agenda

2014-072

Combden/Walbourne

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 7. Against 0.

3. Adoption of Minutes

2014-073

Dwyer/Lynch

Resolved that the minutes of May 13, 2014 be adopted as presented.

Resolution Carried. In favour 7. Against 0.

4. Business Arising

4.1 Bradley Sargent – Establish a prefabricated building

– Mr. Sargent's request deferred from the last meeting was discussed in detail.

2014-074

Dwyer/Walbourne

Resolved that the request for a permit to establish a prefabricated building from Bradley Sargent be rejected due to the fact that it is not compatible with the traditional building types in the area, its intrusion upon the established development in the area, the potential to have adverse effects on nearby residences and as a result of complaints received from residents and business in the area. Resolution Carried. In favour 7. Against 0.

4.2 Municipal Plan and Development Regulations

2014-075

Combden/Bixby

Resolved that the Town of Fogo Island rescind resolution number 2013-126 to approve the Municipal Plan and rescind resolution number 2013-127 to approve the Development Regulations.

Resolution Carried. In favour 7. Against 0.

5. Committee Reports

5.1 Finance Committee

- Councillors reviewed the financial report.

2014-076

Bixby/Combden

Resolved to accept the financial report for May 2014 and approve cheques 3810 - 3837.

Resolution Carried. In favour 7. Against 0.

5.2 Public Works

- The monthly report by Daphne Coles, Supervisor of works was reviewed and discussed.
- Councillors all agreed that the electrical hookup at the JBA Garage will be delayed for approximately two weeks to allow the contractor to perform work at the Fogo Crab Plant.
- Pickett's Road – Additional work needs to be done to correct the water runoff issues in the area, engineering advice is vital to fix this problem.
- Water leak in Fogo – Work is progressing and the leak has been narrowed down to a possible area; Sargent's Cove Road.
- Letter's will be written to Barry Payne, Jim Payne and Derrick Coles advising them to install a back flow check valve on their sewer line.
- Fogo Island Marine Interpretation Centre - Councillors questioned if the pipes will be replaced with municipex. The Town Clerk will address this with the Supervisor of Works.
- Children at Play sign – A sign will be place in Island Harbour and the RCMP will be contacted regarding speeding vehicles in the Community.
- Stag Harbour – Some rock was placed by the mail box a few years ago, this will be removed or levelled off.

5.3 Recreation, Development & Special Events / Economic Development & Tourism

- Report from Sandy Crawford, Director of Recreation and Heritage Services was submitted for review.
- Council will have someone to look at the skiffs in Fogo and Joe Batt's Arm.
- It was agreed that students taking part in training on June 21 and 22 will be paid and the trainer will take time off in lieu of pay.
- 3 workers will be hired to perform lawn care to prepare the sites.
- Councillor Dwyer gave an update on the Older Worker Program; it will be August before it is slated to begin, therefore it will be bridged with the JCP.
- ACOA proposal – ACOA is waiting on a response from the Department of Tourism.
- Shorefast Foundation business agreement – Request for funding for a consultant to aid with the agreement has gone to the highest level for approval.

5.4 Fire Services

- No report was submitted.

5.5 Policy and Human Resources

- No report was submitted.

5.7 Transportation

- Councillor Lynch gave an update on the meeting that was held with officials from the Department of Transportation and Works.
- Septic system in Farewell – The committee suggested that an alternative system be installed.
- The new ferry is slated to arrive in September 2015; hydraulic ramps will be installed, the docking section of the wharfs will be widened and dredging work will be completed before its arrival.
- The Department of TW has indicated that a swing vessel will be made available for this summer pending it is not needed elsewhere.

6. Correspondence

6.1 Stag Harbour Recreation Commission

- The committee's letter requesting, input and permission to do some beautification to various sites in Stag Harbour, along with providing some assistance, installing a community display board, erecting a no dumping sign in the pit as you leave Man O'War Cove and for council to contact boat owners to have their boats removed from the swimming area was discussed.
- The Committee will be contacted to give specifics on the items they are requesting.

6.2 Robert and Phyllis Greene - Dilapidated building at 158 - 160 Main Street, Fogo

- A letter will be written to Mr. and Mrs. Greene stating that it is Council's intention to order this building removed.
- The Town Clerk was given the authority to issue orders to have dilapidated buildings removed.

2014-077

Bixby/Combden

Resolved that Blanche Bennett, Town Clerk be given the authority to issue orders to have dilapidated buildings removed.

Resolution Carried. In favour 7. Against 0.

6.3 Robert and Cheryl Blake – Request to have W/S hook-ups / Bill of sale

- A letter will be written to Mr. and Mrs. Blake regarding Councils MCW application on file for w/s funding and that the Town does not have a bill of sale and cannot issue a bill of sale for the former Mercer Memorial Church.

6.4 Requests for permit

i. Sean Decker – Move shed and change its occupancy to a home

- Permission will be given to Sean Decker to move his shed and change its occupancy to a home; however he must hook into the main line for water and sewer services.

6.5 Requests for Crown Land

i. Aidan Foley – Residential

ii. Nancy McGrath – Cottage

iii. Stephen Burke – Residential

iv. Allan Foley – Residential shed

- As per resolution number 2014-067 at the last council meeting that all crown land applications for Sandy Cove be deferred until relevant information is accessed for land use and water and sewer planning in the area is completed, those request will not be approved at this time.

6.6 Requests for Quarry Permit

i. R & K Construction – Kelly's Pit

- The Supervisor of Public Works will be asked to do a site visit with Mr. Rowe to see what area they are requesting.
- The Town Clerk was asked to contact the Department of Natural Resources for direction.

7. New Business

7.1 Car Wrecks

- Letters were sent to owners of car wrecks, ordering them to have the wrecks removed and transported to the Central Newfoundland Waste Management Transfer Station. Some residents have complied with the order, however some have not. Staff was given the authority to have the wrecks removed and the car wreck and/or property owners will be responsible for all cost associated with the removal and disposal.

7.2 Water drainage issue – 5 Sargent's Cove Road

- There has been a water leak detected in the area and further investigation will be carried out to determine if it is causing a water drainage issue at that location.
- It was noted that the shed located adjacent to the road at 5 Sargent's Cove Road, Fogo is in dilapidated condition and the home owner shall be ordered to remove the building.

7.3 Old bridge in Seldom

- Councillor Walbourne was informed by a resident that the old bridge in Seldom will be removed by the Department of Transportation and Works.
- The Town Clerk was asked to confirm this with Barry Day, Department of Transportation and Works and to ask if it is being removed due to safety.

7.4 Mobile Vender

- Sheila Decker's request for a permit to operate a mobile vending unit at the ferry terminal was discussed.
- Ms. Decker will be issued a permit to operate when the Town receives written permission from the Department of Transportation and Works.

7.5 Request to do repairs to the road Cemetery road in Fogo

- As per the agreement the former Town of Fogo had with the Anglican Church in 1989, upgrades will be done to this road.

7.6 Poll Tax Exemption

- As per Councils policy individuals 65 and over will not have to pay poll tax.

7.7 Residents of Deep Bay – Request for Playground Equipment

- The cost for the items will be checked out.

7.8 MCW – Extension to Stag Harbour Hall

2014-078

Bixby/Lynch

Be it resolved that the Department of Municipal and Intergovernmental Affairs award the tender of \$309,620.00 for Stag Harbour Community Centre / Tourist Information Centre extension / renovations to Piercom Ltd. Re: Option A. In addition as per information presented by Harty Engineering Consultants Ltd. the total estimated cost will be \$350,246.00, whereby an additional \$54,246.00 is required; therefore the Town of Fogo Island will provide the extra funds required to expedite the process. Be it further resolved that the Town submit a request to the Department of Municipal and Intergovernmental Affairs for 90/10 cost shared arrangement to recoup some of the extra funding. Should the department not support our request then all other avenues will be explored. (i.e. ACOA and/or excess funding from other capital projects.)
Resolution Carried. In favour 7. Against 0.

7.9 Tilting Recreation and Cultural Society (TRACS)

- The email from Jim McGrath, Chairperson of TRACS was discussed. They had concerns regarding the protection of older structures such as stages, twine stores, milk houses, stables, older traditional houses, old style fencing and prominent landscape features.
- Council is willing to support TRACS and will be asking them to provide a list of structures they wish to have designated as a Municipal Heritage Structure.

7.10 Charlie Osmond – Request for an extension to his permit

- Mr. Osmond has already received a one year extension to his permit; therefore as per the permit policy, only a one year extension may be granted and in addition the original location he requested the building permit has changed, Mr. Osmond will have to submit a new application.

7.11 Stephanie Holmes – Hiring Concerns

- Mrs. Holmes' letter in which she addressed her concerns regarding the screening, interviewing and hiring of the Regional Tourism Managers was discussed in detail.
- Councillors all agreed that the Hiring Committee should be appointed by Council and the selection process be open and fair.

8. Other

8.1 Staff Concerns

- Staff has concerns regarding not being able to avail of their lunch hour. With the office remaining open during lunch, the staff's lunch hour is repeatedly being interrupted and/or delayed; therefore they rarely get their full lunch break.
- Council agreed to discuss this issue at a closed session.

8.2 Tender for Road Material

- R & K Construction \$14.00/yard for them to deliver or \$11.90/yard for the Town to pick up.
- King's Construction \$22.00/yard for them to deliver or \$20.00/yard for the Town to pick up.

2014-079

Bixby/Lynch

Resolved that the tender for road material be awarded to R & K Construction at \$14.00/yard for them to deliver or at \$11.90/yard for the Town to pick up. Be it further resolved that the Public Works Department will decide on the delivery of the material.

Resolution Carried. In favour 7. Against 0.

9. Date of Next meeting

July 8, 2014

10. Adjournment:

2014 -080

Combden

Resolved that the meeting of June 10, 2014 be adjourned at 10:30 P.M.

Blanche Bennett
Town Clerk

Andrew Shea
Mayor

**Town of Fogo Island
Minutes Council Meeting
July 7, 2014**

A meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea

Councillor Lloyd Bixby

Councillor Bernadette Dwyer

Councillor Leonard McGrath

Deputy Mayor Wayne Collins

Councillor Edward Combden

Councillor Maureen Lynch

Councillor Edmund Walbourne

Staff:

Blanche Bennett, Town Clerk

Amanda McGrath, Executive Assistant

Absent:

Councillor Barbara Jacobs, Work Commitment

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 10:00 A.M.

2. CAO/Town Clerk & Manager of Operations Positions

- A committee will be set up to do the interviews.
- Mayor Shea, Deputy Mayor Collins, Councillors Walbourne, Dwyer, McGrath and Bixby agreed to sit on the hiring committee.
- Councillors reviewed the resumes for the CAO/Town Clerk position and two candidates were chosen to be interviewed.
- It was agreed that Bert Meadus will be asked for input and be a part of the interviewing process via teleconference.
- Operations Manager position –The applicants that applied for the position did not meet all the requirements for the job. The Town will attempt to recruit an individual for the position.

3. Paving

- The Provincial Government will be doing paving on Fogo Island this year, which is a great opportunity for the Town to have the roads already designated for paving under the gas tax completed and possible have some more roads paved.
- Councillors discussed the option of using additional gas tax funding to do more roads and/or getting a loan.
- It was agreed that additional roads will be paved under the gas tax with the understanding that the next priority will be a potable drinking water unit for Stag Harbour under a 90/10 Capital Works Project or funded by the Gas Tax.

2014 -081

Combden/Collins

Resolved that the Town of Fogo Island pave Brown's Point Road, Penney's Lane, Brown's Road and Penton's Road/Tobin's Lane, be it further resolved that if there is not enough funding available through the Gas Tax that Council will decide later how to fund the project.

Resolution Carried. In favour 8. Against 0.

2014 -082

Combden/Collins

Resolved that the Town of Fogo Island revise its Capital Investment Plan under the Gas Tax to include the following, inclusive of HST and/or engineering fees; installing new lighting at the Iceberg Arena at a cost of \$92,000.00; installing and intergrading mapping, document digitization and plotting into the Town's software system at a cost of \$31,120.20; upgrading and paving on Brown's Point Road at a cost of \$266,000.00; upgrading and paving on Penney's Lane at a cost of \$163,750.00; upgrading and paving on Brown's Road at a cost of \$135,000.00 and upgrading and paving on Penton's Road/Tobin's Lane at a cost of \$250,000.00.

Resolution Carried. In favour 8. Against 0.

4. Adjournment:

2014 -083

Combden

Resolved that the meeting of July 7, 2014 be adjourned at 11:55 A.M.

Blanche Bennett
Town Clerk

Andrew Shea
Mayor'

**Town of Fogo Island
Minutes Council Meeting
July 8, 2014**

A meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea
Councillor Lloyd Bixby
Councillor Bernadette Dwyer
Councillor Leonard McGrath

Deputy Mayor Wayne Collins
Councillor Edward Combden
Councillor Maureen Lynch

Staff:

Amanda McGrath, Executive Assistant

Absent:

Councillor Barbara Jacobs, Work Commitment
Blanche Bennett, Town Clerk, Family Commitment

Councillor Edmund Walbourne, Medical

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 7:00 P.M.

2. Adoption of Agenda

2014-084

Bixby/Combden

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 7. Against 0.

3. Adoption of Minutes

2014-085

Collins/Lynch

Resolved that the minutes of June 10, 2014 be adopted as presented.

Resolution Carried. In favour 7. Against 0.

4. Business Arising

4.1 Old bridge in Seldom

- Residents of Seldom wish to have the road left intact if the Department of Transportation has to remove the bridge, therefore in the future a new bridge can be put back for a walking trail.
- Council will ask the residents to put this in writing.
- The Department of Transportation and Works will be contacted to see if it is a safety issue to have the bridge along with the road removed.

4.2 Dilapidated buildings & Car Wrecks

- It was agreed that Council will take a firm stand on dilapidated buildings and car wrecks. Notices will be posted on buildings and final notices will be sent to residents regarding their car wrecks, giving the resident 30 days to have their wreck removed or the Town will at the owner's expense.

2014-086

Bixby/Lynch

Resolved that car wreck owners will be sent a final notice giving the resident 30 days to have their wreck removed or the Town will at the owner's expense.

Resolution Carried. In favour 7. Against 0.

5. Committee Reports

5.1 Finance Committee

- Councillors reviewed the financial report.

2014-087

Collins/McGrath

Resolved to accept the financial report for June 2014 and approve cheques 3838 - 3890.

Resolution Carried. In favour 7. Against 0.

5.2 Public Works

- The monthly report by Daphne Coles, Supervisor of works was reviewed and discussed.

i. Angie Decker and Paul Donovan – Septic System

- The Public Works Committee met with Paul Donovan and Angie Decker regarding their sewer system. The Town sewer system is not working for their home as it doesn't have enough grade. They are willing to purchase a septic tank along with all the fittings but are requesting the Town to dig the hole and do the installation.

2014-088

Bixby/McGrath

Resolved that Paul Donovan and Angie Decker will purchase a septic tank along with all the fittings and the Town will dig the hole and do the installation. Be it further resolved that Mr. Donovan and Ms. Decker are to sign an agreement with the Town that they will be fully responsible for the system after installation.

Resolution Carried. In favour 7. Against 0.

ii. Pickett's Road

2014-089

Combden/McGrath

Resolved that the Town have Progressive Engineering & Consulting Inc. provide the specifications for the required work on Pickett's Road and the Town will tender the project.

Resolution Carried. In favour 7. Against 0.

5.3 Recreation, Development & Special Events / Economic Development & Tourism

- Report from Sandy Crawford, Director of Recreation and Heritage Services was submitted for review.
- Councillors discussed in detail the tourism season, museums, staff and proposed / ongoing work with regard to tourism.
- Councillor Dwyer gave an update on the ACOA Proposal and the Older Workers Program.

5.4 Fire Services

- The committee has not met due to the unavailability of Firemen during the busy fishing season.
- The audits have not been finalized yet for all the Departments.

5.5 Policy and Human Resources

- No report was submitted.

5.7 Transportation

- Work has begun on the Change Island wharf; the contract has been awarded to complete one side of the wharf at Man O' War Cove and next year the other side of the wharf will be done.

6. Correspondence

6.1 Island Harbour Recreation Committee – Playground Equipment

- The letter from the Island Harbour Recreation Committee requesting help to purchase playground equipment was addressed.
- Staff will check on prices for the equipment.

6.2 Requests for permit

i. Bradley Sargent – Build shed

2014-090

Bixby/Collins

Resolved that the request for a permit from Bradley Sargent to construct a shed be approved pending all other government licenses and permits are in place.

Resolution Carried. In favour 7. Against 0.

ii. Robert Burke – Home

- Proof of ownership will be requested.

2014-091

Bixby/Collins

Resolved to further extend on resolution number 2014-067 from May 13, 2014 to include all permits and crown land applications for Sandy Cove be deferred until relevant information is accessed for land use and water and sewer planning in the area is completed.

Resolution Carried. In favour 7. Against 0.

6.3 Requests for Crown Land

i. Nancy McGrath – Cottage

ii. Stephen Burke - Residential

- Ms. McGrath and Mr. Burke will be contacted to instruct them to forward their application, along with the Municipal Recommendation form that was returned to them after the last Council meeting, to Crown Lands.

7. Other – Closed Session

i. Land / Tax Issue

- A closed session was held regarding tax arrears, it was decided that Council will not issue a tax break to the resident.

8. Date of Next meeting

August 12, 2014

9. Adjournment:

2014 -092

**Town of Fogo Island
Minutes of Council Meeting
July 8, 2014**

Combden

Resolved that the meeting of July 8, 2014 be adjourned at 9:30 P.M.

Blanche Bennett
Town Clerk

Andrew Shea
Mayor

**Town of Fogo Island
Minutes Council Meeting
July 22, 2014**

A meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea
Councillor Barbara Jacobs
Councillor Edmund Walbourne

Councillor Lloyd Bixby
Councillor Maureen Lynch

Staff:

Amanda McGrath, Acting Town Clerk

Absent:

Deputy Mayor Wayne Collins, Work Commitment
Councillor Edward Combden

Councillor Bernadette Dwyer
Councillor Leonard McGrath

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 10:00 A.M.

2. Acting Town Clerk

2014-093

Jacobs/Bixby

Resolved that Amanda McGrath be appointed as Acting Town Clerk effective July 21, 2014, until the CAO/Town Clerk is hired, then Mrs. McGrath will revert to her original position. Be it also resolved that she receive the same wage rate as the former Town Clerk.

Resolution Carried. In favour 5. Against 0.

3. Signing Authority

2014-094

Lynch/Walbourne

Resolved that Tracy Torraville be appointed as a signing authority for the Town.

Resolution Carried. In favour 5. Against 0.

4. Maintenance Person – Maternity Leave

- Toby Coffin, Maintenance Person will be off work, on maternity Leave for six months beginning July 25, 2014. Herb Burke will remain on until October 17, 2014 and Charles Decker will start on October 20, 2014 for the duration of Mr. Coffin's leave.

2014-095

Bixby/Walbourne

Resolved that Charles Decker will be hired on October 20, 2014 to fulfill the remaining term for Toby Coffin's maternity leave.

Resolution Carried. In favour 5. Against 0

2014-096

Bixby/Walbourne

Resolved that Herb Burke receive the wage increase as per the Public Works Committee recommendation.

Resolution Carried. In favour 5. Against 0

5. CAO/Town Clerk

- Three individuals will be interviewed. One interview will take place on July 28 and two on July 31.

6. Manager of Operations

- Mayor Shea agreed to speak with the individual interested in the position; regarding the wage rate.

7. Fogo Rec Centre

- The contractor currently doing work on the Rec Centre will be asked for a quote to install flashing, a task that was not included in his contract.

8. Paul Donovan and Angie Decker – Septic System

- Environmental issues regarding the installation of the septic system were discussed. It was agreed that the Town will have the system designed by Jim Harty.
- The Committee will set up a meeting with Mr. Donovan and Ms. Decker.

9. Seldom Water Supply

- Due to the hot and dry season the Seldom water supply is experiencing a water shortage and the other water supplies in Fogo, Joe Batt's Arm and Tilting may soon be in the same situation.
- A notice will be posted to the residents and letters will be sent to the Fogo Island Co-op and the Harbour Authority to conserve water.

10. Fogo Water Supply

- Councillors discussed the proposal from our engineers to investigate problems with the Fogo water supply. It was decided that the Town will offer a maximum of \$5,000.

2014-097

Bixby/Walbourne

Resolved that the Town of Fogo Island will offer \$5,000 to Progressive Engineering & Consulting Inc. to do an investigation into the water supply in Fogo.

Resolution Carried. In favour 5. Against 0

11. Municipal Capital Works

- The approval letters have not been received for the Barr'd Islands Water Service or the Island Harbour Potable Drinking Unit.

12. Transportation

- The MV Galatea had some mechanical issues last week and will not be on the Fogo Island /Change Islands run as soon as anticipated.

13. Permits

Randy Oake – Residential – construct new home

2014-098

Walbourne/Jacobs

Resolved that Randy Oake be granted a permit to construct a new home, pending all other government licenses and permits are in place.

Resolution Carried. In favour 5. Against 0

Randy Oake – wharf

2014-099

Walbourne/Jacobs

Resolved that Randy Oake be granted a permit to construct a wharf, pending all other government licenses and permits are in place.

Resolution Carried. In favour 5. Against 0

14. Adjournment:

2014 -100

Lynch

Resolved that the meeting of July 22, 2014 be adjourned at 11:50 A.M.

Amanda McGrath
Acting Town Clerk

Andrew Shea
Mayor

**Town of Fogo Island
Minutes Council Meeting
August 12, 2014**

A meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea

Councillor Lloyd Bixby

Councillor Bernadette Dwyer

Councillor Maureen Lynch

Councillor Edward Combden

Councillor Barbara Jacobs

Councillor Edmund Walbourne

Staff:

Amanda McGrath, Acting Town Clerk

Absent:

Deputy Mayor Wayne Collins, Work

Councillor Leonard McGrath, Family Commitment

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 2:00 P.M.

2. Adoption of Agenda

2014-101

Lynch/Dwyer

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 7. Against 0.

3. Adoption of Minutes

2014-102

Combden/Walbourne

Resolved that the minutes of July 7, 8 and 22, 2014 be adopted as presented.

Resolution Carried. In favour 7. Against 0.

4. Business Arising

- No business arising

5. Committee Reports

5.1 Finance Committee

- Councillors reviewed the financial report.

2014-103

Combden/Bixby

Resolved to accept the financial report for July 2014 and approve cheques 3891 - 3900.

Resolution Carried. In favour 7. Against 0.

5.2 Public Works

- The monthly public works report by Daphne Coles, Administrative Assistant was reviewed and discussed.

2014-104

Dwyer/Lynch

Resolved to accept the Public Works report July 2014.

Resolution Carried. In favour 7. Against 0

5.3 Recreation, Development & Special Events / Economic Development & Tourism

- Report from Sandy Crawford, Director of Recreation and Heritage Services was submitted for review.
- Councillors were in agreement that a Town credit card will not be issued to Mr. Crawford.
- An evaluation will be completed regarding this seasons Tourism Managers.
- Councillor Dwyer gave an update on the Older Worker Program; it may be October or November before it gets signed off on by Government.

2014-105

Combden/Walbourne

Resolved to accept the report from Sandy Crawford, Director of Recreation and Heritage Services July 2014.

Resolution Carried. In favour 7. Against 0

5.4 Fire Services

- The committee has not met due to the unavailability of Firemen during the busy fishing season.
- The audits have not been finalized yet for all the Departments.

2014-106

Walbourne/Bixby

Resolved that a letter will be written to Don Farrell of Grant Thornton LLP stating that the Town is not pleased that we have not received the Town and Fire Departments audits yet.

Resolution Carried. In favour 7. Against 0

5.5 Policy and Human Resources

- Councillors discussed section 8 (b) of the Town of Fogo Island Human Resources Policy.

2014-107

Dwyer/Walbourne

Resolved that the Town seek advice on section 8 (b) of the Town of Fogo Island Human Resources Policy.

Resolution Carried. In favour 7. Against 0

5.6 Transportation

- Councillors discussed the two ferry system that was put in place last week and the numerous issues with the schedule, traffic and Government Officials.
- It was also noted that the Committee had put in considerable work and effort, trying to get a suitable ferry schedule over the past week.

6. Correspondence

6.1 Municipal and Intergovernmental Affairs – MCW funding

i. Water Services - Barr'd Islands

- On July 5th, Minister Derrick Dalley told Mayor Shea, Councillors Bixby and Combden and Nehemiah Cobb that the 1.6 million was approved and that it will be over a two year period. However, when the Town received the approval letter from the Department of Municipal and

Intergovernmental Affairs it was for \$600,000, with no reference to a funding commitment for the next year.

2014-108

Walbourne/Combden

Resolved that the Town of Fogo Island accept the funding for Project Number 17-MCW-15-00066; Water Services-Barr'd Islands at a total project cost of \$600,000, less GST rebate on a 90/10 cost share basis; with the Provinces contribution being \$516,106 and the Town's contribution being \$57,354. Be it also resolved that the Mayor and Clerk be authorized to enter into this agreement on behalf of the Town.

Resolution Carried. In favour 7. Against 0

2014-109

Walbourne/Bixby

Resolved that a letter be written to Minister Crummell stating that Minister Dalley told Mayor Shea, Councillors Bixby and Combden and Nehemiah Cobb that the full 1.6 million was approved and that it will be over a two year period. Be it further resolved that the Town ask Minister Crummell for clarification on this matter and ask for his support.

Resolution Carried. In favour 7. Against 0

ii. Potable Water Dispensing Unit – Island Harbour

2014-110

Jacobs/Lynch

Resolved that the Town of Fogo Island accept the funding for Project Number 17-MCW-15-00098; Potable Water Dispensing Unit – Island Harbour at a total project cost of \$375,000, less GST rebate on a 90/10 cost share basis; with the Provinces contribution being \$322,566 and the Town's contribution being \$35,841. Be it also resolved that the Mayor and Clerk be authorized to enter into this agreement on behalf of the Town.

Resolution Carried. In favour 7. Against 0

6.2 Municipal and Intergovernmental Affairs - 2015/2016 MCW Program

- The deadline is October 17, 2013 for the 2015/2016 MCW Program

6.3 Canada Postmasters & Assistants Assoc. - Reduction of hours – Fogo

- A letter will be written to Canada Post stating the Town's objection to the reduction in the hours of operation for the Fogo Post Office.

6.4 Jerome and Caroline Walbourne – W/S Tax appeal

- Mr. and Mrs. Walbourne's letter appealing the water and sewer tax charged for their subsidiary apartment was discussed. A letter will be written stating that it is Councils policy to charge subsidiary apartment's a water and sewer tax.

6.5 Elizabeth Blundon – Old Seldom Bridge

- Mrs. Blundon's email regarding the removal of the old bridge in Seldom was addressed. Issues regarding liability, ownership, and responsibility; along with receiving only letter from the residents of Seldom opposing the removal of the bridge was discussed.

2014-111

Jacobs/Lynch

Resolved that a letter will be written to Mrs. Blundon stating that the old bridge in Seldom is the responsibility of the Department of Transportation and Works, it is not Town's property and that there are liability issues involved.

Resolution Carried. In favour 6. Against 1 (Councillor Walbourne).

6.6 PMA – Fall Training Forum – September 18 and 19

2014-112

Bixby/Lynch

Resolved that Amanda McGrath and two members from the Finance committee attend the PMA Fall Forum in Gander on September 18 and 19, 2014.

Resolution Carried. In favour 7. Against 0.

6.7 Child Find NL – Request to purchase ad space

- The Town will not be purchasing ad space with Child Find NL.

6.8 Eugene Collins – Tax rates

- Mr. Collins' letter regarding the tax rates his business is charged was discussed in detail.

- With the closure of the restaurant, the Town will request a reassessment of his property with the Municipal Assessment Association.

2014-113

Bixby/Dwyer

Resolved that a letter be written to Mr. Collins inviting him to meet with Council.

Resolution Carried. In favour 7. Against 0.

6.9 Requests for permit

i. Janice Kerbel and Silke Otto Knapp – Restore building for use as cottage

2014-114

Walbourne/Bixby

Resolved that a permit be issued to Janice Kerbel and Silke Otto Knapp to restore a building to be used as a cottage, subject to water and sewer approval, proof of ownership and access to the land and pending all other government licenses and permits are in place.

Resolution Carried. In favour 7. Against 0.

6.10 Requests for Crown Land

i. Paul Foley – Residential – request re-approval

- Request deferred until relevant information is accessed for land use and water and sewer planning in the area is completed.

7. New Business

7.1 Sewer services – Sandy Cove

- The tender for the project came in over budget. The decision for this project is now in the hands of the Government.

7.2 James McKenna – Septic System

- Mr. McKenna's request for the Town to release a portion of their leased land to him, to allow room for his septic design was discussed.
- Mr. McKenna has indicated that he may not need to install the new septic system if Ross Osmond is granted a portion of the land to install his septic system.
- Contact will be made with Robert Turner and Denise Tilly of Service NL to confirm this.

2014-115

Walbourne/Dwyer

Resolved that a letter will be written to Mr. James McKenna to come back to the Town and identify the actual land requested and a reasonable plan.

Resolution Carried. In favour 7. Against 0.

7.3 Old Government Wells – Stag Harbour/Deep Bay & Fogo

- Requests have been made to the Town, to fill in old government wells in Stag Harbour, Deep Bay and Fogo.
- Councillors will check our old wells in the Communities and a decision will be made at the next meeting.

7.4 Request to install slipway in Deep Bay

- Residents of Deep Bay have inquired about getting a slipway installed in their Community.
- Mayor Shea will visit the area; in addition a cost estimate will be required.
- Funding may be available through Government to cover this project.

7.5 Quarry Pit

- Residents of Stag Harbour have brought to Councils attention that R & K Construction has excavated the road that residents in the area use and they have also excavated a large area in the bog.

2014-116

Bixby/Walbourne

Resolved that the Town write a letter to R & K Construction requesting that they restore the road at their quarry pit on Stag Harbour Road.

Resolution Carried. In favour 7. Against 0.

7.6 Wild Cove Trail

- Residents of Seldom have requested fill from the Town to help with trail construction. When a trail permit is acquired, the Town will see what can be done.

7.7 Speeding

- Speeding around the Town is a major issue, especially by Stag Harbour pond. The Town will set up a meeting with the RCMP.

7.8 Letter from Gary Penton

**Town of Fogo Island
Minutes of Council Meeting
August 12, 2014**

- Gary Penton's letter, also signed by residents of Church Road, requesting that the road they live on be paved was addressed.
- A letter will be written to Mr. Penton letting him know that due to budgetary constraints, Church Road will not be paved this year; however it will be considered in the next municipal capital works projects.

8. Date of Next meeting
September 9, 2014

9. Adjournment:
2014 -117
Dwyer

Resolved that the meeting of August 12, 2014 be adjourned at 4:45 P.M.

Amanda McGrath
Acting Town Clerk

Andrew Shea
Mayor

**Town of Fogo Island
Minutes Council Meeting
September 9, 2014**

A meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea
Councillor Lloyd Bixby
Councillor Barbara Jacobs
Councillor Leonard McGrath

Deputy Mayor Wayne Collins
Councillor Bernadette Dwyer
Councillor Maureen Lynch
Councillor Edmund Walbourne

Staff:

Amanda McGrath, Acting Town Clerk

Absent:

Councillor Edward Combden, Prior Commitment

Other: Eugene Collins

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 7:00 P.M.

2. Delegation – Eugene Collins

- Mr. Collins' letter presented to Council at the last meeting was discussed. He has issues concerning the mill rate charged for business property tax which is 15 mills verses residential property tax at 8 mills.
- The Municipal Assessment Agency determines whether the property is classified as a business or residential property. B & B's are classified as residential as a result of a court ruling.
- The Town had done comparisons with other Town's that have hotels in their municipality and the Town of Fogo Island's mill rate for property and business taxes for hotels was determined to be equivalent and in most cases less.
- Mr. Collins indicated that the assessment for his property is more than it cost to build it, however his issue is with the mill rate the Town charges.
- With the closure of the restaurant the Town had requested a re-assessment on the tenant portion which resulted in a decrease.
- Mayor Shea thanked Mr. Collins for attending the meeting.
- The Town will request that the hotels be re-assessed.

3. Adoption of Agenda

2014-118

McGrath/Dwyer

Resolved that the revised agenda be adopted.
Resolution Carried. In favour 8. Against 0.

4. Adoption of Minutes

2014-119

Collins/Lynch

Resolved that the minutes of August 12, 2014 be adopted as presented.
Resolution Carried. In favour 8. Against 0.

5. Business Arising

5.1 Dumping Station - Fogo

- Councillors Combden and Walbourne gave an update on the meeting that was held with Eugene Bailey regarding his complaint that an odor is being emitted from the dumping station located by the canal in Fogo.
- The Town will have their engineers look at the dumping station, to address the problem.
- Mr. Bailey has requested that the dumping station be removed.

2014-120

Jacobs/Lynch

Resolved that a letter be sent to Mr. Bailey indicating that it is not feasible at this time to move the dumping station to another location and that the Town will have their engineers to investigate the problem.

Resolution Carried. In favour 8. Against 0.

5.2 Ross Osmond – Release portion of land lease

2014-121

Bixby/Walbourne

Resolved that the Town of Fogo Island release a 40 meter X 20 meter portion of leased land (title #103166) to Ross Osmond, to install a septic system for Chester Fried.

Resolution Carried. In favour 8. Against 0.

6. Committee Reports

6.1 Finance Committee

- Councillors reviewed the financial report.
- Don Farrell will meet with Council to present the Town's audit.
- Councillors discussed issuing a request for proposals for an auditing company.

2014-122

Collins/Jacobs

Resolved to accept the financial report for August 2014 and approve cheques 3901 -3932.

Resolution Carried. In favour 8. Against 0.

5.2 Public Works

- The monthly public works report by Daphne Coles, Administrative Assistant was reviewed and discussed.

2014-123

Bixby/Collins

Resolved to install a box on the 2008 Dodge Sterling Bullet.

Resolution Carried. In favour 8. Against 0

2014-124

Collins/Walbourne

Resolved to proceed with making the necessary arrangements to lease or purchase a new backhoe and trailer.

Resolution Carried. In favour 8. Against 0

2014-125

Bixby/Walbourne

Resolved that the Town of Fogo Island provide 2 pairs of coveralls per year to the permanent public works employees.

Resolution Carried. In favour 8. Against 0

6.3 Recreation, Development & Special Events / Economic Development & Tourism

- Report from Sandy Crawford, Director of Recreation and Heritage Services was submitted for review.
- Request to purchase a new sound system – have an electrician look at it.
- The request to have the stadium workers start work on October 6 was approved.
- Councillor Dwyer gave an overview of the Cultural and Heritage Conference that will be held on September 19 in Tilting.
- Town Logo – Council will hire a company to design the Town Logo.

6.4 Fire Services

- The pump in Deep Bay was checked and it is working fine.
- Although the Town of Fogo Island has a lot of members in its fire department, at times not many members are available due to work commitments. This issue will be addressed with the Fire Departments.
- Having an Island wide pager system for all members will be looked at.

6.5 Policy and Human Resources

- No report.

6.6 Transportation

- The Windsor is scheduled to leave for dry dock on September 22.
- It came to the Committee's attention that the Captain's and the purser's were not following the 30 minute rule that is in place especially at Farewell. The Department of Transportation and Works were contacted to rectify this.
- Request from Cliff Rowe to have a combined run to at 11 AM is a decision the Government will have to make. The committee does not want the Windsor schedule changed, but they may change the Galatea schedule if it is agreeable with Government and Change Islands.

7. Correspondence

7.1 Municipal Assessment Agency – Call for nominations for Central Director

- Councillors were not interested in the position.

7.2 MNL - Annual Convention; Corner Brook – October 8 – 11, 2014

- Councillors Dwyer and Lynch agreed to attend the Convention.

7.3 Dept. of Municipal and Intergovernmental Affairs – 2014-2024 Gas Tax Agreement

2014-126

Dwyer/McGrath

Resolved that the Town of Fogo Island sign and approve the Ultimate Recipient Gas Tax Agreement with the Province of Newfoundland and Labrador.

Resolution Carried. In favour 8. Against 0.

7.4 Requests for Crown Land

i. Brendan Broaders – Residential

- Request deferred until relevant information is accessed for land use and water and sewer planning in the area is completed.

ii. Keith Penton - Residential

2014-127

Walbourne/Bixby

Resolved that the residential crown land application for Keith Penton be approved.

Resolution Carried. In favour 8. Against 0.

7.5 Ford Hewitt – Water issue 5 Sargent's Cove Road

- Mr. Hewitt's email regarding the water problem at 5 Sargent's Cove Road, Fogo was discussed.
- The area was checked out by the public works department last fall. The culvert was dug out adjacent to Mr. Hewitt's home and across the road. This culvert, however can't be lowered because it will interfere with another culvert on the opposite side of the road.
- It was noted that there is a possible leak in the area and that his property is in a boggy area.
- A letter will be sent to Mr. Hewitt indicating that the Town is looking for a leak in the area and hopefully it will correct the problem.

7.6 Dept. of Municipal and Intergovernmental Affairs – Prime Consultant Agreement

- The Prime Consultant Agreement with Harty Engineering Consultants Limited for the Barr'd Island water service has been approved by the Department of Municipal and Intergovernmental Affairs.

8. New Business

8.1 High Speed Internet – Deep Bay and Stag Harbour

- Contact will be made with government to have high speed internet installed in Deep Bay and Stag Harbour.

8.2 Dilapidated Buildings

- Dilapidated building is a major concern for Council. Letters have been sent regarding some buildings. Councillors were asked to provide a list of those buildings to the Town office.

8.3 Tax Arrears

- Councillors discussed tax arrears that have been uncollectable for a number of years and considered options for collections.

2014-128

Collins/McGrath

Resolved that the Town of Fogo Island make an agreement with individuals who have tax arrears predating amalgamation (2011), that the interest charged to those invoices predating 2011 will be

written off if the principal is paid by December 31, 2014. Be it further resolved that if no such agreement is made the Town will start the process of selling the property for tax arrears.
Resolution Carried. In favour 8. Against 0.

8.4 Fogo Island Co-op - Request for meeting

- Mayor Shea agreed to set up a meeting with the Fogo Island Co-op.

8.4 Quarry Pit near Gull Pond

- It was brought to Council's attention that at the Gull Pond quarry pit, the "island" in the middle of the quarry contains undischarged dynamite. It was noted that this area cannot be removed or drilled because it would be unsafe to do so.

8.5 Paul Hurley – Appeal Hearing

- The appeal hearing is set for October 1, in Gander.
- Mayor Shea will contact George Chaulker with the Newfoundland and Labrador Heritage Foundation to write a letter on the Town's behalf.

8.6 Permits

- Councillors discussed deficiencies within the Town's permit policy.

2014-129

Walbourne/Jacobs

Resolved that within the Municipal boundaries of Fogo Island a permit will now be required for all alterations to land, including hard surfacing, landscaping, excavating, depositing fill and the clearing of land.

Resolution Carried. In favour 8. Against 0.

- A notice will be sent out to contractors stating that a permit is required for all alterations to land, including hard surfacing, landscaping, excavating, depositing fill and the clearing of land and that it is their responsibility to ensure that a permit is in place.

8.7 Shorefast Foundation

- A meeting will be set up soon to discuss the agreement with the Shorefast Foundation.

9. Date of Next meeting

October 14, 2014 at 10:00 A.M.

10. Adjournment:

2014 -130

Dwyer

Resolved that the meeting of September 9, 2014 be adjourned at 10:35 P.M.

Amanda McGrath
Acting Town Clerk

Andrew Shea
Mayor

**Town of Fogo Island
Minutes of Council Meeting
October 7, 2014**

A Special Meeting was held on the above date with the following in attendance:

Councillors Present:

Deputy Mayor Wayne Collins
Councillor Edward Combden
Councillor Maureen Lynch

Councillor Lloyd Bixby
Councillor Bernadette Dwyer

Staff:

Amanda McGrath, Acting Town Clerk

Absent:

Mayor Andrew Shea, Prior Commitment
Councillor Leonard McGrath, Family commitment

Councillor Barbara Jacobs, Prior Commitment
Councillor Edmund Walbourne, Medical

1. Call to order:

Deputy Mayor Collins welcomed everyone and called the meeting to order at 10:00 A.M.

2. Municipal Capital Works (MCW):

- Councillors discussed options for tendering Sandy Cove Sewer and Barr'd Islands Water projects:

1. Tender projects now – two separate tenders
2. Tender projects now – one combined tender
3. Tender projects in the spring – two separate tenders
4. Tender projects in the spring – one combined tender

2014-131

Jacobs/Collins

Resolved that the Town of Fogo Island tender the Barr'd Islands and Sandy Cove Sewer Projects together this fall, with Barr'd Islands being Part A and Sandy Cove Sewer being Part B. Be it further resolved that the projects can start this fall or spring.

Resolution Carried. In favour 5. Against 0.

3. Tender:

- The tenders for the installation of the septic system at 14 Main Road, Joe Batt's Arm were opened.

The results are as follows:

- AJR - \$4,678 + HST
- King's Construction - \$2,553.80 + HST
- R & K Construction - \$5,400.00 + HST

2014-132

Bixby/Lynch

Resolved that King's Construction be awarded the tender to install the septic system at 14 Main Road, Joe Batt's Arm at a cost of \$2,553.80 plus HST.

Resolution Carried. In favour 5. Against 0.

4. Request from Walter John Ford:

- Mr. Ford requested that the Town relocate the tap house from Brown's Point Road to the end of the water line by Winds and Waves. He also requested permission for a temporary water line to be connected to the end of the water line by Winds and Waves and have it run to the intersection going to Little Harbour, which will then be connected to their existing line to Little Harbour. They would use this line until freeze up and reconnect it again this spring.
- Councillors decided that the tap house will not be moved at this time, it will be moved when the main water line is extended to Little Harbour Road.
- Councillors were in agreement that the residents of Little Harbour be able to hook into the fire hydrant to obtain water. The Town will have a member from the Public Works department along with Councillor Combden to measure the distance, to determine the amount of pipe is required.

5. Progressive Engineering and Consulting Inc. (PEC)

- The engineers from PEC will be on Fogo Island tomorrow to investigate Freeman's Pond water intake.
- At the Public Works Committee meeting on October 2, they discussed getting PEC to investigate the water issue on Sargent's Cove Road and Penton's Brook culvert and decided to ask Councils approval to proceed at today's meeting. However, it was brought to Councils attention that instruction was given by the Mayor to carry the work on Sargent's Cove Road prior to Council approval.
- it was decided that in light of the engineers being here, Council will proceed with the work, but has serious concerns operating in this matter.

2014-133

Combden/Dwyer

Resolved that the Town of Fogo Island have the engineers from Progressive Engineering and Consulting Inc. investigate the water issue on Sargent's Cove Road and Penton's Brook culvert.
Resolution Carried. In favour 5. Against 0.

6. Adjournment:

2014-134

Combden/Dwyer

Resolved that the meeting adjourned at 11:00AM.
Resolution Carried. In favour 5. Against 0.

Amanda McGrath
Acting Town Clerk

Andrew Shea
Mayor

**Town of Fogo Island
Minutes Council Meeting
October 14, 2014**

A meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Deputy Mayor Wayne Collins
Councillor Edward Combden
Councillor Barbara Jacobs
Councillor Leonard McGrath

Councillor Lloyd Bixby
Councillor Bernadette Dwyer
Councillor Maureen Lynch
Councillor Edmund Walbourne

Staff:

Amanda McGrath, Acting Town Clerk

Absent:

Mayor Andrew Shea, Prior Commitment

Other: Boyce Reid

1. Call to order:

Deputy Mayor Collins welcomed everyone and called the meeting to order at 10:00 A.M.

2. Delegation – Boyce Reid

- Mr. Reid was present to speak about the new trail they are constructing, that will begin across the road from Jack Rowe's to Wild Cove Trail and the planned maintenance to Wild Cove Trail. They did apply to have the trail certified as an ATV/walking trail. Mr. Reid asked if the Town would provide assistance; he was instructed to get an estimate of the cost and Council may look at it.
- Councillors asked why they moved that section of the trail; Mr. Reid said that the trail, which originally began on Wild Cove Road, has been blocked off.
- Deputy Mayor Collins thanked Mr. Reid for attending the meeting and he departed at 10:15 A.M.

3. Adoption of Agenda

2014-135

Combden/Bixby

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 8. Against 0.

4. Adoption of Minutes

2014-136

Lynch/Dwyer

Resolved that the minutes of September 9, 2014 be adopted as presented.

Resolution Carried. In favour 8. Against 0.

5. Business Arising

5.1 Dumping Station - Fogo

- Our engineers are on Fogo Island now and will look at the station.

5.2 Box for utility Truck

- Councillors spoke about getting our Maintenance person, Herb Burke to build the box.

5.3 Backhoe

2014-137

Bixby/Combden

Resolved that the Town of Fogo Island tender to lease a new backhoe for a three year period with the option to purchase at the end of the lease.

Resolution Carried. In favour 8. Against 0.

5.4 Stadium – Sound System

- The Director of Recreation and Heritage Services will be asked to give an update.

5.5 Town Logo

- Amanda McGrath, Acting Town Clerk made contact with two companies; Waterwerks Communications and TRACT Consulting. The cost for the logo will range between \$5,000 and \$7,000 and branding will cost upwards of \$20,000.

- The Department of Innovation, Business and Rural Development may have a program to help fund this project.

5.6 Gull Pond Quarry Pit

- Crown lands will be contacted about Council's concern over safety and security regarding the undischarged dynamite in the "island" at the Gull Pond Quarry Pit.

5.7 Appeal Hearing – Paul Hurley

- The Central Newfoundland Appeal Board ruled in the Town's favour, Mr. Hurley has 10 days to appeal the decision.

6. Committee Reports

6.1 Finance Committee

- Councillors reviewed the financial report.

2014-138

Walbourne/Combden

Resolved to accept the financial report for September 2014 and approve cheques 3933 -3974.

Resolution Carried. In favour 8. Against 0.

5.2 Public Works

i. Monthly Report

- The monthly public works report by Daphne Coles, Administrative Assistant was reviewed and discussed.

ii. Town Garage's

- A fuel tank and a concrete floor for the JBA Garage are needed and the roof at the Fogo Garage is in need of repairs. These items will be address during budget preparation.

iii. Committee Concerns

- The Committee addressed some concerns regarding Harbour infill's, rock fence, dilapidated buildings, car wrecks, permits, snowclearing concerns and garbage boxes located too close to the roadside. Some of those concerns can be addressed by the Public Works Employees, through inspection and monitoring.

vi. Newsletter

- A newsletter will be sent out soon, Councillors were asked to forward issues to the Town Office.

v. Rock Fence

- It has come to Council's attention that the rock fence located by 46 Main Street, Fogo was moved closer to the road, without a permit. This fence is not appropriate, it will impede snow clearing and it is located too close to the road. A letter will be written to the owner asking him to remove the rock fence; if the owner does not comply, the Town shall have it removed at the owner's expense.

vi. Dilapidated Building – Island Harbour Road

- Councillors spoke about getting the Fire Department to burn it down as a training exercise.

vii. Manager of External Operations

- Mr. Edwin Holmes will start his position on November 3rd; a meeting will be scheduled for October 26th at 7:00 PM with Mr. Holmes.

viii. Snow Clearing Tender for Seldom

- Ms. Coles will be asked to post the snow clearing tender for Seldom.

ix. Temporary Waterline for Little Harbour

2014-139

Walbourne/McGrath

Resolved that the Town of Fogo Island purchase 2700' of black water hose and fittings from Fogo Island Building Supplies at a cost of \$1,383.02, for the residents of Little Harbour to connect into the fire hydrant by Winds and Waves. Be it also resolved that Maintenance Staff will assist the residents with the installation of this line.

Resolution Carried. In favour 8. Against 0.

x. Amendment - Water Supply and /or Sewerage Disposal Regulations

- The Town of Fogo Island Water Supply and /or Sewerage Disposal Regulations needed to be amended to include service lines for Town owned septic systems.

2014-140

Walbourne/Combden

Resolved that the Town of Fogo Island make an amendment to section 13. a. of its Water Supply and /or Sewerage Disposal Regulations to read:

If trouble occurs in a service line between the main and the curb stop, it shall be repaired at Council's expense; but where the trouble occurs elsewhere in a service line, it shall be repaired at the customer's expense. For Town owned septic systems, the distance from the curb stop to the home

will be measured and that same distance will be used as the measurement from the home leading to the septic system, to determine the responsibility of the homeowner. However, if it is determined that the trouble was caused by the customer and occurred anywhere within in the service line, the customer will be responsible for all expenses and/or damages. Before any work commences the property owner shall sign a form which will state his/her responsibility for repairs and/or damages that may be deemed the property owners responsibility.

Resolution Carried. In favour 8. Against 0.

xi. Parental Leave

- The six month parental leave requested by Toby Coffin will remain in place due to the commitment that was made with Charles Decker, to fill this position until the Parental Leave ended in January.

xii. Pickett's Road

- The Town will have R & K Construction fix the gate valve stem on Pickett's Road.

6.3 Recreation, Development & Special Events / Economic Development & Tourism

- Report from Sandy Crawford, Director of Recreation and Heritage Services was submitted for review.

- Councillor Dwyer passed out the notes from the Cultural and Heritage Conference that was held on September 19 and 20 in Tilting.

- CBC will be doing a documentary which will be a 12 part series on different communities across Canada. Sandy Crawford will be interviewed regarding tourism and the ferry system.

6.4 Fire Services

- A request was made to dispose of the old pumper truck in Deep Bay.

- Request from the Seldom-Little Seldom to purchase an AED on a 60/40 agreement was discussed. It will be checked out to see if it is a normal piece of equipment in Fire Trucks across the Province.

6.5 Policy and Human Resources

- No report.

6.6 Transportation

- The schedule for the Windsor to be on dry dock is eight weeks; she will possibly be back by November 30.

- The Committee is in the process of setting up a new schedule whereby more trips will be made with the Sound of Islay.

7. Correspondence

7.1 Letter from Alan Cobb – Economic Development Agreement

- Mr. Cobb's letter regarding Councils decision, not extend the due date for taxes for the Inn to November 30 and their decision to delay issuing the RFP to assist Council in negotiations with the Economic Development Agreement was discussed.

2014-141

Jacobs/Bixby

Resolved that the Town of Fogo Island continue to pursue the Economic Development Agreement with the Shorefast Foundation and will issue the RFP for a Consultant to negotiate the Economic Development Agreement.

Resolution Carried. In favour 8. Against 0.

7.2 Letter from Tom Freake

- Mr. Freake's letter regarding a resident, building a shed on his land was discussed.
- A letter will be written to Mr. Freake stating that the shed was constructed without Councils knowledge, that land ownership is not a Council issue and that he should deal with the issue himself.

7.3 Shrimp Review

- It was decided that council will consult with Phil Barnes and/or Ken Budden to help with answering some of the questions.

7.4 RCMP report - Speed changes

- The RCMP's report on speed sign changes will be reviewed over the next few weeks and be dealt with at the next meeting.

7.5 Requests for Crown Land

i. Gary Burke – Cabin

2014-142

Bixby/Lynch

Resolved that the crown land application from Gary Burke for a cabin be approved.

Resolution Carried. In favour 8. Against 0.

i. Stephen Burke, Brendan Broders, Paul Foley and Nancy McGrath – Residential

- Councillors discussed approving crown land applications that are located near Main Street, Tilting, where the sewer line has been designed and approved by Government. Approval will give those individuals an opportunity to access the sewer service during construction, at a lower cost to those individuals.

2014-143

Bixby/Lynch

Resolved that the residential crown land application's from Stephen Burke, Brendan Broders, Paul Foley and Nancy McGrath be approved.

Resolution Carried. In favour 8. Against 0.

7.6 Letter from Larry and Angela Roebbotham

- Mr. and Mrs. Roebbotham's letter regarding the land adjacent to his home in which he had put some temporary fill to get access to their home while they built an extension to his home, their crown land application for this parcel of land and the ATV trail that residents are building on this land was discussed.

- There is a dispute over this land and ownership is not clear. Billy Lush with crown lands will be contacted regarding the trail.

2014-143

Walbourne/Lynch

Resolved that the issues surrounding the land and the trail being developed to Wild Cove be tabled until the next meeting, in order to gather more information from Billy Lush at crown lands.
Resolution Carried. In favour 8. Against 0.

7.7 Operator Education Seminar

- The notice regarding the Operator Education Seminar will be forwarded to the public works employees.

8. New Business

8.1 Newsletter preparation

- Councillors were asked to forward issues to the office that they want addressed in the newsletter.

8.2 Municipal Capital Works (MCW)

- The letter from Mr. Jim Harty, HECL regarding tendering for the Barr'd Islands Water and Sandy Cove Sewer project's was addressed. Based on the information and recommendations provided by Mr. Harty and officials at the Department of Municipal and Intergovernmental Affairs, not to tender the projects this fall, Council decided to tender the projects in the spring of 2015.

2014-144

Jacobs/Bixby

Resolved that the Barr'd Islands Water and Sandy Cove Sewer Project's be tendered together in the early spring of 2015.

Resolution Carried. In favour 7. Against 1. (Councillor Combden)

- Councillor Bixby referred to the minutes of July 7, 2014, in which Councillors agreed that a potable drinking water unit for Stag Harbour would be the number one priority for the 2015 MCW. Much discussion followed, however the Town's MCW plan will stay in place.

8.3 Tom Barnes - Request for Boat Launch in Island Harbour

- Item was deferred for further discussion.

8.4 Staff Concerns

- Because the Town Office is open during lunch, staff cannot avail of their lunch break. This is due to the fact that they are often expected to work because they do not leave the building during lunch break.

2014-145

Walbourne/Lynch

Resolved that the office hours for the Town of Fogo Island be, from 8:00 A.M. to 12:00 noon and from 1:00 P.M. to 4:00 P.M.

Resolution Carried. In favour 8. Against 0.

9. Date of Next meeting

November 4, 2014 at 7:00 P.M.

10. Adjournment:

2014 -146

Walbourne/McGrath

Resolved that the regular Council meeting of October 14, 2014 be adjourned at 2:00 P.M. and to move to a privileged meeting of Council.

Amanda McGrath
Acting Town Clerk

Andrew Shea
Mayor

**Town of Fogo Island
Minutes Council Meeting
October 30, 2014**

A meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Deputy Mayor Wayne Collins
Councillor Edward Combden
Councillor Maureen Lynch
Councillor Edmund Walbourne

Councillor Lloyd Bixby
Councillor Bernadette Dwyer
Councillor Leonard McGrath

Staff:

Amanda McGrath, Acting Town Clerk

Absent:

Mayor Andrew Shea, Prior Commitment

Councillor Barbara Jacobs, Prior Commitment

1. Call to order:

Deputy Mayor Collins welcomed everyone and called the meeting to order at 10:20 A.M.

2. Capital Works

- Councillors discussed applying for funding to upgrade the intake at the Freeman's Pond, Fogo, a Potable Drinking Water Unit for Stag Harbour and the overrun amount for Sewer Services for Sandy Cove. In addition, Councillors discussed compiling a list of prospective capital works project for the short term, medium term and long term and discussed the Gas Tax Program.

2014-147

Dwyer/Bixby

Resolved that the Town of Fogo Island apply for funding under the New Building Canada Fund, Small Communities Fund, to combine the three project's; Freeman's Pond Intake Upgrade in the amount of \$157,500.00, Potable Drinking Water Unit for Stag Harbour at a cost of \$400,000 and the overrun amount for Sewer Services for Sandy Cove at a cost of \$118,915.

Resolution Carried. In favour 7. Against 0.

2014-148

Dwyer/Lynch

Resolved that the Town of Fogo Island apply for funding under the Municipal Capital Works program for a Potable Drinking Water Unit for Stag Harbour at a cost of \$400,000.

Resolution Carried. In favour 7. Against 0.

2014-149

Lynch/Walbourne

Resolved that the Town of Fogo Island have a study completed by our engineers on potable drinking units, relating to the cost for the units, maintenance costs, water supply costs, etc. and the opinions of other Towns.

Resolution Carried. In favour 7. Against 0.

2014-150

Dwyer/Bixby

Resolved that the Town of Fogo Island develop a short term, medium term and long term list of capital works projects and develop a priorities list for the projects. Be it further resolved that the wish list that was compiled during the amalgamation process of the former Town's on Fogo Island be forwarded to Councillors for review.

Resolution Carried. In favour 7. Against 0.

2014-151

Dwyer/Bixby

Resolved that if it is not possible to have the Freeman's Pond Intake Upgrade funded under the Building Canada Fund, the Town of Fogo Island will fund the project under the Gas Tax Program. Be it further resolved if the project is approved under the Gas Tax program, the Town will borrow money from the Bank of Nova Scotia to cover the cost, until funding through the program is received.

Resolution Carried. In favour 7. Against 0.

2014-152

Combden/Walbourne

Resolved that the Town of Fogo Island apply for funding for the Barr'd Islands Water Services at an estimated cost of \$1,034,937 under the New Building Canada Fund, Small Communities Fund.

Resolution Carried. In favour 7. Against 0.

3. Adjournment:

2014 -153

Combden/Bixby

Resolved that the special Council meeting of October 30, 2014 be adjourned at 11:50 A.M.

Amanda McGrath
Acting Town Clerk

Wayne Collins
Deputy Mayor

**Town of Fogo Island
Minutes Council Meeting
November 4, 2014**

A meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea

Councillor Lloyd Bixby

Councillor Bernadette Dwyer

Councillor Edmund Walbourne

Deputy Mayor Wayne Collins

Councillor Edward Combden

Councillor Maureen Lynch

Staff:

Amanda McGrath, Acting Town Clerk

Sandy Crawford, Director of Recreation and Heritage Services

Absent:

Councillor Barbara Jacobs, Work Commitment

Councillor Leonard McGrath, Family Commitment

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 6:55 P.M.

2. Presentation - Sandy Crawford, Director of Recreation and Heritage Services

- Mr. Crawford gave a presentation to Council members. Topics included the past tourism season, a comparison report with the previous two seasons, Regional Manager staffing, tourism numbers, donations and the changes in tourism experience i.e. visual vs. experiential approach.

- A summary of the Regional Manager Report was also given, which included suggestions for the next season.

- The Trail Assessment Study project has been approved through ACOA and IBRD, which will give the Town information on how to proceed with maintenance, additions, mapping, signage, and how to adapt with the changing scope of today's tourism industry.

- Mayor Shea thanked Mr. Crawford for attending the meeting and he departed at 7:25 P.M.

3. Adoption of Agenda

2014-154

Dwyer/Walbourne

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 7. Against 0.

4. Adoption of Minutes

2014-155

Lynch/Dwyer

Resolved that the minutes of October 14, 2014 be adopted as presented.

Resolution Carried. In favour 7. Against 0.

5. Business Arising

4.1 RCMP report - Speed changes

- A copy of the RCMP's report was given to Sidney Brett with the Department of Transportation and Works (Dept. of TW). Mr. Brett was asked to review the report and report back to Council.

- It was noted that 30 km per hour in Communities may not be acceptable with officials at the Dept. of TW. Other items discussed included, to install a no passing line after you exit the Ferry, place

caution signs in dangerous areas around the Community and moving the sign as you enter Island Harbour.

2014-156

Combden/Bixby

Resolved that a letter be written to the Department of Transportation and Works, cc. it to the RCMP, stating that the Town of Fogo Island accepts the recommendations of the RCMP to lower speed limits, relocate signs and install caution signs in sensitive areas around the Town.

Resolution Carried. In favour 7. Against 0.

4.2 Gull Pond Quarry

- Crown lands were contacted about Council's concern over safety and security regarding the undischarged dynamite in the "island" at the Gull Pond Quarry Pit. Crown lands said that they are not responsible for the undischarged dynamite. The Department of Environment was contacted and we are waiting on a response.

4.3 Request from Seldom-Little Seldom to purchase an AED (60/40) and 6 Pagers

- Councillors discussed the requests and decided that they are not prepared to fund the AED at this time however they will help fund the purchase of the 6 pagers, as a onetime deal. It was also noted that the Town will be looking into acquiring a one pager system for all of Fogo Island.

2014-157

Combden/Lloyd

Resolved that the Town of Fogo Island will support the Seldom – Little Seldom Volunteer Fire Department's request to purchase 6 pagers at a cost of \$3,150 plus HST on a 60/40 cost shared basis, with the Town contributing 40%. Be it further resolved that this will be a onetime arrangement, as the Town is looking into acquiring a one pager system for all of Fogo Island.

Resolution Carried. In favour 7. Against 0.

4.4 Wild Cove Trail

- There is a dispute over the land designated to connect the original Wild Cove Trail to the Main Road; therefore the Town cannot deal with the trail until the issue is resolved.

4.5 Tom Barnes – Request for Boat Launch

- A letter will be written to Mr. Barnes indicating that a small committee should be formed to meet with Council.

Request for Boat Launch – Deep Bay

- Councillors met with residents, land was acquired and Council will work to get this launch installed.

6. Committee Reports

6.1 Finance Committee

i. Monthly Financial Report

- Councillors reviewed the financial report.

2014-158

Walbourne/Combden

Resolved to accept the financial report for October 2014 and approve cheques 3975 -4011.
Resolution Carried. In favour 7. Against 0.

ii. Meeting with the Fogo Island Co-op

- Deputy Mayor Collins gave a report on the meeting held with Phil Barnes and Elaine Dawe of the Fogo Island Co-op.
- The Co-op will be forwarding a proposal to the Town regarding their tax levy and payment arrangement.

5.2 Public Works

i. Monthly Report's

- The monthly public works report by Daphne Coles, Administrative Assistant was reviewed and discussed.
- The Public Works Committee gave a report on the meeting that was held with Edwin Holmes, Manager of External Operations.

ii. Freeman's Pond Water Intake

- Amanda McGrath contacted the Gas Tax Secretariat and they stated that this project will probably fit under the criteria through the gas tax funding. When the project is approved 50% of the funding will be released, in February 2015 the remaining 50% will be released and in October 2015 50% of the 2015-2016 will be released.
- A conference call will be requested with Darryl Mills, Progressive Engineering Consulting Ltd. (PEC).

iii. Gas Tax – Capital Investment Plan

2014-159

Dwyer/Collins

Resolved that the Town of Fogo Island's Capital Investment Plan under the Gas Tax Program include: Freeman's Pond Intake Upgrade at an estimated cost of \$157,500.
Resolution Carried. In favour 7. Against 0.

iv. Wages – Daphne Coles

- As per the agreement made in July, that when the Manager of External Operations starts work, the salary for Daphne Coles will be set back to the salary set for her position as Administrative Assistant. However, Mrs. Coles' duties will be monitored for the next month, if extra duties are required over and above her position, her salary will be reevaluated.

v. Potable Drinking Water Units

- Ed Goodyear, Regional Manager at the Department of Municipal and Intergovernmental Affairs had indicated that for PDW units, maintenance cost is approximately \$4,000 per year and labour cost is approximately \$7,000 per year if an individual has to be hired.
- Councillors Lynch and Bixby had done some research on the operation cost with Town's who have this system installed and they all indicated that it is minimal.

- It was noted that more investigation should be done regarding capital and operational cost and an assessment with other systems.

6.3 Recreation, Development & Special Events / Economic Development & Tourism

i. Report

- Councillor Dwyer gave a report and update on the ACOA Proposal and the Older Worker Program.
- Due to Councillor Jacobs being unavailable most of the year, it was requested that she be replaced on the Committee.

ii. Iceberg Arena

2014-160

Bixby/Collins

Resolved that a deep freeze, Amp and deep fryers be purchased for Iceberg Arena. Be it further resolved that a permanent liquor license be acquired for Iceberg Arena to reduce the cost of having to purchase special licenses for events.

Resolution Carried. In favour 7. Against 0.

iii. Letter from Phil Barnes

- Mr. Barnes' letter requesting the Town consider taking control of the Soccer Pitch was deferred until the next meeting, in order for more information to be gathered.

iv. Letter from Rex Payne

- Mr. Payne's letter in which he wishes to transfer ownership of the former Government Wharf to a committee, preferably tourism was discussed. Councillors expressed concerns over liability and maintenance cost. It was therefore decided that the Town would not take ownership of the wharf, but will pass on the information to potential interested parties.

6.4 Fire Services

- It was noted that the Government will not reestablish the Deep Bay Fire Department; therefore the residents of Deep Bay will be encouraged to join another department.

6.5 Policy and Human Resources

- Section 8. b) and c) was reevaluated and it was recommended, after consultation with other Towns, that on resignation or retirement any unused sick leave will not be paid out to the employee and section 8. c) be removed.

2014-161

Dwyer/Walbourne

Resolved that Section 8. b) of the Human Resources Policy shall read; that on resignation or retirement any unused sick leave will not be paid out to the employee. Be it further resolved that section 8. c) of the Human Resources Policy be removed.

Resolution Carried. In favour 7. Against 0.

6.6 Transportation

- The Committee is requesting that the Town invite the Honorable David Brazil, Minister of Transportation and Works to Fogo Island, to present the Transportation Strategy to him. Mayor Shea agreed to contact the Minister.
- Chairperson Maureen Lynch spoke about the Department's unwillingness to accept the ferry schedule they proposed.
- The dentist and hygienist had requested priority on the ferry, Councillors were not in agreement with this as other companies and residents will request the same.
- Minister Dalley had called Councillor Lynch about getting a consultant to meet with the Committee's and Government to set up a schedule.

7. Correspondence

7.1 Letter from Clifford Rowe – Land ownership

- Mr. Rowe's letter in which he wishes to claim a parcel of land adjacent to 32A Main Street, Seldom, stating that it belonged to his late father was read.
- Council will not take issue with this land until ownership has been straightened out.

7.2 Letter from Sharra Penney – Hall Rentals

- Mrs. Penney's letter regarding her recent hall rental was addressed.

7.3 Letter from Paula McGrath – Request for street light

- Mrs. McGrath's request to have a street light installed by Harbour View Apartment's will be forwarded to Edwin Holmes to evaluate.

7.4 Letter from Roger King – Ditching over his waterline

- Mr. King's letter regarding his concern that his water line will freeze due to the ditching that was completed recently will be forwarded to Edwin Holmes to evaluate.

7.5 Letter from Linda Kinden – Potable Drinking Water Unit

- Mrs. Kinden's letter regarding the Communities disappointment that a Potable Drinking Water Unit will not be applied for under the Municipal Capital Works program was read.
- A response will be sent to Mrs. Kinden stating that the Town did apply for funding for a potable drinking water unit.

8. New Business

8.1 Newsletter preparation

- Councillors were asked to forward issues to the office that they want addressed in the newsletter.

8.2 Shorefast Foundation - Economic Development Agreement

- Councillors decided that they will wait until a consultant is hired before a meeting is scheduled to deal with the Economic Development Agreement with the Shorefast Foundation.

8.3 CAO/ Town Clerk

2014-162

Walbourne/Collins

Resolved that the Town of Fogo Island re-advertise for the position of CAO/Town Clerk and that the maximum salary depending on qualifications be noted in the ad. Be it also resolved that a standing committee be set up to prepare the advertisement.
Resolution Carried. In favour 7. Against 0.

8.4 King's Construction opposition to Quarry Permit for Town near Tilting on Tate's

- The Town applied for this permit to complete the Sandy Cove Sewer Project, and then the pit will be closed.

8.5 Central Newfoundland Waste Management

- Mayor Shea gave an overview on the Central Newfoundland Waste Management's meeting.
 - Tipping fees will increase from \$75 per tonne to \$77 per tonne.
 - Unsorted will increase from \$117 per tonne to \$122 per tonne.
 - Sorted will increase from \$10 per tonne to \$15 per tonne.
 - They will soon begin the recycling program and residents will have to sort their household garbage in clear bags.

8.6 Meeting in St. John's with Dr. Doug May

- Mayor Shea will let Councillor Dwyer know what date to set up the meeting.

8.7 Request for Permit – Debbie and Jeff Doucet

- Mr. & Mrs. Doucet's request to temporarily hook into the neighboring septic system, until sewer services are installed in Sandy Cove, will be approved pending approval from the Government Service Centre and approval from the owners of the septic system.

8.8 Request from Councillor Jacobs – Attend Council meetings via telephone

- Councillor Jacobs request to attend Council meetings via telephone was discussed at length.
- It was noted that Councillor Jacobs had been granted a 3 month leave this past spring and that she was unavailable to her assigned Committees, leaving one Councillor to do committee work.
- Councillors decided that this option should be further explored as no other Towns have opted to put this policy in place.

9. Date of Next meeting

November 18, 2014 at 10:00 A.M.

10. Adjournment:

2014 -163

Combden/Walbourne

Resolved that the regular Council meeting of November 4, 2014 be adjourned at 10:00 P.M.

Amanda McGrath
Acting Town Clerk

Andrew Shea
Mayor

**Town of Fogo Island
Minutes Council Meeting
November 19, 2014**

A meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea
Councillor Lloyd Bixby
Councillor Bernadette Dwyer
Councillor Leonard McGrath

Deputy Mayor Wayne Collins
Councillor Edward Comben
Councillor Maureen Lynch
Councillor Edmund Walbourne

Staff:

Amanda McGrath, Acting Town Clerk

Absent:

Councillor Barbara Jacobs, Work Commitment

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 10:05 A.M.

2. Adoption of Agenda

2014-164

Collins/McGrath

Resolved that the revised agenda be adopted.
Resolution Carried. In favour 8. Against 0.

3. Adoption of Minutes

2014-165

Comben/Bixby

Resolved that the minutes of October 30 and November 4, 2014 be adopted as presented.
Resolution Carried. In favour 8. Against 0.

4. Business Arising

4.1 Remote Meeting Attendance

- Councillors discussed Councillor Jacobs' request to attend Council meetings via telephone. Before this can be set up, Council must pass a resolution and a policy has to be adopted, before anyone can attend meetings via telephone. Council must consider several issues before enacting this policy, for example the reason for not attending, number of Councillors permitted to attend via telephone, number of meetings per year permitted to attend via telephone, etc. It was also noted that no other Town in the Province have enacted this policy.

2014-166

Bixby/Lynch

Resolved that the Town of Fogo Island is not prepared to adopt the remote meeting attendance policy at this time.
Resolution Carried. In favour 8. Against 0.

4.2 RFP – Economic Development Agreement with Shorefast Foundation

- Two RFP's were received; Councillors will review the RFP's and respond to Amanda McGrath by Friday, with the company they prefer.

4.3 Municipal Plan and Development Regulations

- The comments from the various government departments regarding our Municipal Plan and Development Regulations were reviewed.
- Jens Jenson will be contacted to give Council some feedback on the comments from the various government departments.

4.4 Advertisement – CAO/Town Clerk

- Councillor Dwyer presented the ad for the CAO/Town Clerk position and Amanda McGrath was instructed to post the ad in newspapers and on Jobs NL.

5. Committee Reports

5.1 Finance Committee

- The Committee is currently working on the budget.

5.2 Public Works

i. Conference call with Darryl Mills, Progressive Engineering Consulting Ltd.

- The Committee gave an overview of the meeting that was held with Mr. Mills. With regard to the Freeman's Pond intake upgrade, Mr. Mills indicated that the project may cost up to 20% more if it were completed in the winter, however he will investigate this. Councillors indicated that they want the project completed prior to April 1 or to start after August 1, so it will not impact the crab plant during its busiest time. The proposed project will have to be forwarded to the Department of Environment for approval.
- Regarding the Potable Drinking Water Units, Mr. Mills will forward some information regarding those units. Amanda McGrath, Acting Town Clerk was asked to contact government to see if the units have been signed by the government yet.

ii. 20A and 20B Brown's Road

- The request from residents to have this section of the road designated as a Town road has been referred to Edwin Holmes, Manager of External Operations for input.

iii. Rock Fence located at 3 Silver Street, Fogo

- Councillors discussed the rock fence located at 3 Silver Street, Fogo. It was noted that it is not located the required 15 meter distance from the centre of the road and it is hazardous to snowclearing operations, therefore Council will order the property owner to have it removed.

2014-167

Bixby/Collins

Resolved that the Town of Fogo Island order the removal of the rock fence located at 3 Silver Street, Fogo. Be it further resolved that if the rock fence is not removed by the property owner within the designated timeframe, the Town will have it removed at the owner's expense.

Resolution Carried. In favour 8. Against 0.

iv. Transportation and Works Building in Fogo

- It was noted that the facings, corner boards and skirt boards is decaying at the Transportation and Works Building located at 45 Main Street. A letter will be sent to the department requesting that it be repaired.

v. Request to purchase Sub-pump and Air Compressor

2014-168

Dwyer/Walbourne

Resolved that the Town of Fogo Island purchase a submersible pump from Battlefield Equipment at a cost of \$2325.88 plus HST and purchase an air compressor from Traction Heavy Duty Parts at a cost of \$1545.00 plus HST.

Resolution Carried. In favour 8. Against 0.

vi. Backhoe Tender

- Two tenders were received for the hiring of a backhoe to load salt and sand material:

1. King's Construction \$300 per week plus HST
2. Charles Decker \$190 per week plus HST

2014-169

Combden/Bixby

Resolved that Charles Decker be awarded the tender for the hiring of his backhoe to load salt and sand material at a cost \$190 per week plus HST.

Resolution Carried. In favour 8. Against 0.

vii. Contract for Snow Clearing in Seldom – Little Seldom

- Councillors reviewed and approved the contract with R & K Construction, for snowclearing in Seldom-Little Seldom.

5.3 Recreation, Development & Special Events / Economic Development & Tourism

i. Older worker Program

- Councillor Dwyer gave a report on the Older Worker Program, it has been delayed again and the JCP has been extended another 5 weeks.

ii. Iceberg Arena – Zamboni Tender

2014-170

Collins/McGrath

Resolved that R & K Construction be awarded the tender for advertising on the Zamboni at a cost of \$250.00

Resolution Carried. In favour 8. Against 0.

iii. Waterman's Brook Trail

- A complaint was received from a resident about the sawdust in the area. The resident parked their car at the entrance to the trail and when she returned her car was coated in sawdust from a resident sawing his wood.

- Council will ask that residents clean up the area.

5.4 Fire Services

- Councillor Dwyer spoke about TRACS and the Fire Department using the former Town Office in Tilting. Renovations are planned for the Fire Hall to accommodate public washrooms.

5.5 Transportation

- Honorable David Brazil, Minister of Transportation and Works is planning to visit Fogo Island soon, to name the new ferry.
- An extension to the summer schedule may be coming soon from the department.

6. Correspondence

6.1 Community Advisory Committee - Nomination

- Councillor Comben was nominated to sit on the committee along with Sandy Crawford, Director of Recreation and Heritage Services.

**6.2 Stag Harbour Multi-Purpose Hall – Purchase's
2014-171**

Collins/McGrath

Resolved that the Town of Fogo Island purchase 125 chairs, 2 stoves, 2 range hoods and a microwave for the Stag Harbour multi-purpose hall.

Resolution Carried. In favour 8. Against 0.

- A meeting will be set up with Jim Harty, Dennis Fudge and Scott Granville next week.

6.3 Letter - Minister of Municipal Affairs, Keith Hutchings

- Minister Hutchings letter updating Council on their request for supplemental funding to complete water services in Barr'd Islands was read.
- A thank you letter will be forwarded to the Minister of Municipal Affairs.

7. Date of Next meeting

- December 16, 2014 at 9:30 A.M.

8. Adjournment:

2014 -172

Walbourne/Lynch

Resolved that the regular Council meeting of November 19, 2014 be adjourned at 12:15 P.M.

Amanda McGrath
Acting Town Clerk

Andrew Shea
Mayor

**Town of Fogo Island
Minutes Council Meeting
December 16, 2014**

A meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea

Councillor Lloyd Bixby

Councillor Bernadette Dwyer

Councillor Leonard McGrath

Deputy Mayor Wayne Collins

Councillor Edward Combden

Councillor Maureen Lynch

Councillor Edmund Walbourne

Staff:

Amanda McGrath, Acting Town Clerk

Absent:

Councillor Barbara Jacobs, Work Commitment

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 9:40 A.M.

2. Adoption of Agenda

2014-173

Combden/Collins

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 8. Against 0.

3. Adoption of Minutes

2014-174

Combden/Dwyer

Resolved that the minutes of November 19, 2014 be adopted as presented.

Resolution Carried. In favour 8. Against 0.

4. Business Arising

4.1 Rock Fence - Main Street, Fogo

- The rock fence has been temporary pushed back and the home owner has agreed to have them removed by next summer. A letter will be written to the home owner giving him a deadline to have the rock fence removed next summer.

5. Committee Reports

5.1 Finance Committee

i. Financial Report

- Councillors reviewed the financial report.

- It was brought to Councils attention that the Island Harbour Hall has been used without being rented or authorized by the Town, that the hall was not clean it up after rentals and that at times the heat has been left on a high temperature or turned off. It was decided that the lock will be changed at the Island Harbour Hall, the Fire Chief will have a key and the other key will be at the Town Office.

2014-175

Combden/Bixby

Resolved to accept the financial report for November 2014 and approve cheques 4012-4039.
Resolution Carried. In favour 8. Against 0.

ii.2015 Budget

2014-176

McGrath/Lynch

Resolved that the Town of Fogo Island approve the 2015 Municipal Budget as presented with the various tax rates, fees, due dates and expenses as presented in the budget.

1. 2015 Tax Rates and due dates for the Town of Fogo Island:

- a. Residential Property Tax 8.25 mils, minimum \$300.00
 - i. Residential Property Tax shall be charged on the consolidated assessed value of all residential property owned by a resident.
- b. Commercial Property Tax 8.25 mils, minimum \$325.00
- c. Business Tax Rate: Minimum \$350.00, per business

Class Mil Rate

8 mils	Accommodations - B & B's, Boarding Homes
10 mils	Cafeteria
12 mils	Accommodations - Hotels, Motels, Inns, Efficiency Units
11.25 mils	Fish Processors
13 mils	Other Fishers, Daycares
14 mils	Personal Care Homes
15 mils	Dental
19 mils	Crafts/Arts, Consumer Services, Hair Dressers, Taxation Office, Personal Services
23 mils	Taxis, Boat Tours, Bus Companies
23 mils	Retail-Convenience Store
25 mils	Service Station / Auto Repair
27 mils	Construction companies, small manufacturing, Restaurant / Take out / Grill, Bars /Lounges, Freight Companies, Contractors & Road Transport
29 mils	Retail-Grocery Store, Retail-Convenience Store & Gas Bar, Propane Services
30 mils	Funeral Homes
34 mils	Retail-Hardware/General Stores, Department Stores-Furniture/clothing
	Retail-Pharmacies,
40 mils	Electrical Contractors
50 mils	Oil Companies
225 mils	Banks

- i. Businesses with no fixed address will be charged on gross revenue at a rate of 2.5%.
- ii. Business tax will be charged on the consolidated assessed value of all business property per business.

- iii. Business tax will be charged on Vacation Rental Properties whether rented by the day, week, or month.
- d. Residential Water/ Sewer Tax: \$370.00 per Unit
 - i. Water only, 60% of rate
 - ii. Sewer only 40% of rate
 - iii. Churches, Church Halls & Lion's Club
 - iv. Subsidiary Apartments \$370.00 per year
 - v. Apartment Bldgs. Up to 20 units \$370.00 per unit
 - vi. Cottages & vacation homes - Residential rates
 - vii. B & B's \$370. Per year for first room, every additional room \$100 per room
- e. Commercial Water/Sewer Tax
 - i. Basic:\$420.00 per unit per year
 - ii. Water only 60% of rate
 - iii. Sewer only 40% of rate
 - iv. Senior Care residences \$420.00 per 4 restroom
 - vii. Efficiency units \$420.00 per year for first unit, every additional unit \$110 per unit
 - viii. Hotels & Motels \$5000.00 per year
 - ix. Fish Processors:\$110,000.00 per year
 - x. Fish offloading facilities: \$3000.00 per year
- f. Poll Tax: \$275.00 per Year
- g.
 - i. All taxes are due and payable when billed.
 - ii. All taxes shall be billed for the full year.
 - iii. Interest, compounded monthly, shall be charged on all previous years taxes and shall accrue on any unpaid current year's taxes unpaid as of May 31st, at the rate of one percent per month.
- h. Exemption for Senior Citizens:
 - i. A discount of 15% will be available on Residential Property Tax for Senior Citizens subject to the following conditions:
 - 1. All prior year's taxes, including Water and Sewer Tax must be paid in full;
 - 2. Current property taxes must be paid by May 31st of current tax year;
 - 3. Applies to one property within the Town, in which the resident lives: full time or seasonal;
 - 4. If property is in joint names, one owner must be over 65 years of age as of January 1st of current tax year;
 - 5. A copy of birth certificate or other identification must be provided if requested.

Resolution Carried. In favour 8. Against 0.

iii. 2014-177

Bixby/Combden

Resolved that Grant Thornton LLP be the auditors for the Town of Fogo Island at \$15,000 per year. Be it further resolved that the audit shall be completed by April 30 or a 30% reduction will be applied to their fee.

Resolution Carried. In favour 8. Against 0.

5.2 Public Works

i. Backhoe Lease

- The Public Works Committee along with Edwin Holmes, Manager of External Operations completed a thorough review of the tenders received. It was recommended that the tender be issued to Case Equipment in the amount of \$2,720.40 per month for 35 months with a purchase option of \$48,000 at the end of the lease. The tender received from Case Equipment lowest tender and met the specifications within the tendering documents.

2014-178

Collins/Walbourne

Resolved that the Town of Fogo Island lease a 580 SNWT backhoe from Case Equipment in the amount of \$2,720.40 per month for 35 months, with a purchase option of \$48,000 at the end of the lease.

Resolution Carried. In favour 8. Against 0.

ii. Curb Stop Issues

- The home owner will be instructed to submit a claim and then Council will make a decision.

iii. Stag Harbour Hall

- The hall is nearing completion. Councillor Bixby will contact Rick King of King's Construction to have fill placed along the back of the building.

5.3 Recreation, Development & Special Events / Economic Development & Tourism

i. Monthly Report

- The monthly report submitted by Sandy Crawford was reviewed.
- The Trail Assessment Project started this week.
- A no dumping sign will be placed at the Deep Bay Cemetery.

ii. Projects

Older worker Program

- Councillor Dwyer gave a report on the Older Worker Program, it was extended until this Friday and it is hoped that it will be funded soon.

JCP - Archivist

- Office Staff will be present while the Archivist conducts research at the former Town Office.

❖ Councillor Combden departed the meeting at 11:30 AM.

5.4 Fire Services

- Mayor Shea and Councillor McGrath gave a report on their meeting held with the Fire Departments:
- Benton Fire Department gave the Tilting Fire Department their old pumper truck. The Fire Department has requested a meeting with Council regarding renovation to the Fire Hall.
- Paul Torraville, Emergency Services Coordinator is in the process of organizing training for all members.
- Beepers – It was noted that Tilting and Island Harbour don't have beeper systems. This is something that will be looked at, along with an island wide system.
- Government will be performing an inventory of all fire departments soon.
- It was noted that each department is required to have four breathing apparatus'.

2014-179

Walbourne/ Collins

Resolved that Alan Coffin be presented with a plaque and a gift certificate for dinner for two, for his 40 years as a volunteer Firefighter with the JBS Fire Department.

Resolution Carried. In favour 7. Against 0.

6. Correspondence

6.1 Letter from Jerome and Caroline Walbourne

- Mr. and Mrs. Walbourne's letter requesting that they be billed one, water and sewer tax for their property was discussed.
- A letter will be written to the homeowner stating that the Municipal Assessment Agency has determined that there is an apartment at their residence; therefore the subsidy w/s tax will remain in place.

6.2 Letter from Janet Hewitt

- Mrs. Hewitt's letter requesting that the lane leading to her home be plowed was discussed.
- A letter will be written to Mrs. Hewitt stating that the Town is in the process of evaluating roads and that roads must be up to standard with a turnaround before the Town can have them plowed.

6.3 Memo from MNL

- The memo from MNL about requesting that government needs to have a dedicated and sustainable funds available for municipalities was addressed. It was requested that all Town's forward the letter attached to the memo to the Minister of Municipal and Intergovernmental Affairs, Premier Davis, Finance Minister our MHA and MNL. Council will forward a letter.

6.4 Quarry Pit – Referral Letters

- The Public Works Committee will address the referral letters.

6.5 Town's Quarry Pit

- The Town will reapply for the quarry pit on Tilting road.

7. New Business

7.1 Bleak House Museum Association Inc. Bank Account

- After amalgamation of the Town's, the Bleak House Museum Association's bank account signatories were changed to the Town of Fogo Island's signing officers. After this error was noticed, the Bleak House Museum Association Inc. requested that the error be rectified however the former Town Manager at the time refused to do so. The account was later frozen by the bank.
- The Bleak House Museum Association Inc. is requesting that this account be returned to them, as the members have been raising those funds for over 30 years to do repairs and maintenance on sites within the Community of Fogo and for Community events.

2014-180

Bixby/Dwyer

Resolved that when the incorporation and bank documents are located and brought to the Town Office for verification, a letter will be written to the Bank of Nova Scotia to release the funds to the Bleak House Museum Association Inc.

Resolution Carried. In favour 7. Against 0.

7.2 Ferry – Name's for lounges and observation deck

- Honorable David Brazil, Minister of Transportation and Works is inviting suggestions for names that can be used on the new ferry; this will be for the two passenger lounges and observation deck.
- Councillors decided to submit the following names: Patrick Miller, John Henry Simms and Margaret Cobb.

7.3 letter from Cluney Mercer - Sandy Cove Sewer project

- The letter from Cluney Mercer, ADM, Engineering and Infrastructure Branch, in which he highlighted the department's policy on awarding projects, was addressed.
- The funding letter for the Sandy Cove Sewer project was issued on July 3, 2013 and the Town has until July 3, 2015 to award the project.
- The letter will be forwarded to Tom Harris.

8. Date of Next meeting

- January 13, 2015 at 7:00 P.M.

9. Adjournment:

2014 -181

Walbourne/Lynch

Resolved that the regular Council meeting of December 16, 2014 be adjourned at 12:55 P.M.

Amanda McGrath
Acting Town Clerk

Andrew Shea
Mayor