

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

Councillors Present:

Mayor Wayne Collins
Councillor Curtis Burns
Councillor Scottie Hart
Councillor William Hart
Councillor Samuel Rowe

Deputy Mayor Paul Torrville
Councillor Sheldon Hamlyn
Councillor Tracey Hart
Councillor Barbara Jacobs

Staff:

Karen Lane, Chief Administrative Officer

Amanda McGrath, Town Clerk/Treasurer

1. Call to Order:

Mayor Collins welcomed everyone and called the meeting to order at 6:00 P.M.

2. Municipal Capital Works – Prime Consultant:

2018-001

W. Hart/ Burns

Resolved that the Town of Fogo Island retain Harty Engineering Consultants Limited as the Prime Consultant for the following projects:

Greene's Lane – Water and Sewer (Project Number 17-SCF-18-00040)

PH System – Fogo Water Supply (Project Number 17-SCF-18-00048)

Water Drainage – Old Hospital Site (Project Number 17-SCF-18-00050)

Resolution Carried. In favour 9. Against 0.

2018-002

S. Hart/ T. Hart

Resolved that the Town of Fogo Island retain Core Engineering Inc. as the Prime Consultant for the Iceberg Arena Upgrades Project (Project Number 17-SCF-18-00036).

Resolution Carried. In favour 9. Against 0.

3. 2018 Budget, Tax Rates and Fees

2018-003

Jacobs/ Burns

Resolved that the Town of Fogo Island approve the 2018 Municipal Budget as presented with the various tax rates, fees, due dates and expenses as presented in the budget.

1. 2018 Tax Rates and due dates for the Town of Fogo Island:

- a. Residential Property Tax: 8 mils, minimum \$325
- b. Commercial Property Tax: 8 mils, Min. \$400
- c. Non-Residential – Small Structure Property Tax: 8 mils, minimum \$100
- d. Vacant Land Property Tax: 8 mils, minimum \$75
- e. Business Tax Rate: Minimum \$400, per business

Class Mil Rate

- | | |
|---------|--|
| 10 mils | Accommodations – B & B's, Boarding Homes, Vacation Home Rentals, Camp Grounds |
| 15 mils | Accommodations – Hotels, Motels, Inns, Efficiency Units, Personal Care Homes, Other Fishers |
| 20 mils | Daycares, Dental, Crafts/Arts, Museums, Consumer Services, Hair Dressers, Taxation Office, Personal Services |
| 25 mils | Taxis, Boat Tours, Bus Companies |

30 miles	Food Services – Restaurant, Take out, Grill, Bars, Lounges, Cafeteria, Bakeries, Coffee Shop, Ice Cream Shop, Mobile Food Services
35 miles	Fish Processors, Service Station/Auto Repair
40 miles	Retail - Hardware, General Stores, Furniture/Clothing, Pharmacies, Convenience Store, Grocery Store, Convenience Store & Gas Bar
50 miles	Construction companies, Small manufacturing, Freight Companies, Contractors & Road Transport, Funeral Homes
60 miles	Utilities - Propane Services, Oil Delivery Companies, Electrical Contractors, Plumbing & Heating
130 miles	Oil Company - Tank Farm
230 miles	Banks

Business with no fixed address: 2.5% Gross Revenue

Utility Tax: 2.5% Gross Revenue

Peddlers: \$20 per day / \$125 per Season

- i. Business tax will be charged on Vacation Rental Properties whether rented by the day, week, or month.
- f. Business Licences (Non- Resident Businesses and outside contractors): 2.5% of Contract, Minimum \$400
- g. Residential Water/ Sewer Tax: \$380.00 per Unit
 - i. Water only, 60% of rate
 - ii. Sewer only 40% of rate
 - iii. Churches, Church Halls & Lion's Club \$380.00 per year
 - iv. Subsidiary Apartments \$380.00 per year
 - v. Apartment Bldgs. Up to 20 units \$380.00 per unit
 - vi. Cottages & vacation homes - Residential rates
 - vii. B & B's and Vacation Rental Properties - \$380 per year for first three (3) rooms, \$100 per every additional room thereafter.
- h. Commercial Water/Sewer Tax
 - i. Basic:\$430.00 per unit per year
 - ii. Water only 60% of rate
 - iii. Sewer only 40% of rate
 - iv. Senior Care residences \$430.00 per 4 restroom
 - vii. Efficiency units \$430.00 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
- i. Poll Tax: \$275.00 per Year
- j.
 - 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.
- k. Property Tax Discount:

Individuals who OWN and RESIDE at the property and are in receipt of the Seniors Guaranteed Income Supplement (Box 21 on T4A OAS) are eligible for a 15% discount on Property Tax, 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: permanent place of residence
4. If property is in joint names, one owner must be over 65 years of age as of January 1st of current tax year and in receipt of the Seniors Guaranteed Income Supplement;
5. A copy of birth certificate or other identification must be provided if requested.
6. A copy of T4A OAS, showing box 21, must be provided.

- k. The date that a tax payment was received at the Town Office or by direct deposit, shall be defined as the payment date.

2. 2018 Fees

i. Permit Fees:

a. Residential Permit – New Construction or Moved to new lot	\$150
b. Residential Shed, Fence, Deck	\$25
c. Renovations/Extension over \$10,000	100
d. Renovations/Extension under \$10,000	\$25
e. Demolition Permit – Residential or Commercial	\$25
f. Subdivision Permit	\$25
g. Commercial Permit - New Construction or Moved to new lot	\$250 Minimum /2% of Project
h. Commercial Permit – Renovations/Extension/Fencing	\$100 Minimum / 2% of Project
i. Ditching and Relocation and hard-surfacing of driveways	\$25
j. Landscaping	\$25
k. Curb Stop Installation:	\$100
l. Occupancy Permit	\$50

ii. Curb Stop Fees:

i. During Business Hours	\$50
ii. After Business Hours and Holidays	\$100

iii. Tax Certificate \$50

iv. Cutting of Pavement (Town Roads) Cost Recovery

v. All other fees remain unchanged or at cost recovery and are subject to change.

Resolution Carried. In favour 9. Against 0.

4. Adjournment:

2018-004

Burns

Resolved the meeting adjourn at 8:56 PM.

Amanda McGrath
Town Clerk/Treasurer



Wayne Collins
Mayor



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

Councillors Present:

Mayor Wayne Collins	Deputy Mayor Paul Torrerville
Councillor Sheldon Hamlyn	Councillor Scottie Hart
Councillor Tracey Hart	Councillor William Hart
Councillor Barbara Jacobs	Councillor Curtis Burns via Telephone 7:25PM
Councillor Samuel Rowe	

Staff:

Karen Lane, Chief Administrative Officer	Daphne Coles, Administrative Assistant/Field Officer
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Absent:

Amanda McGrath, Town Clerk/Treasurer

1. Call to Order:

Mayor Collins welcomed everyone and called the meeting to order at 7:05 PM

2018-005

W. Hart/S. Hart

Resolved that Karen Lane, CAO be appointed as acting Town Clerk.

Resolution Carried. In favour 8. Against 0.

2. Gordon Payne

Mr. Payne was contacted, due to being off the island he was unable to attend tonight's meeting.

3. Agenda:

2018-006

Torrerville/T. Hart

Resolved that the agenda be adopted as presented with the following additions

7.4 Payment of recurring invoices.

8.4 Letter from R & K Construction – New Quarry

8.5 Letter from Municipal Affairs, Budget Approval.

Resolution Carried. In favour 8. Against 0.

4. Minutes:

2018-007

Hamlyn/W. Hart

Resolved that the minutes of December 20, 2017 and January 8, 2018 be adopted as presented.

Resolution Carried. In favour 8. Against 0.

5. Business Arising:

Representation from SPCA in Gander: Gail Lush, Bonnie Harris, Manager and Betty Sooley, President.

Received a call from the RCMP to come to the island and retrieve some cats that are at a residence in Stag Harbour. When they got to the residence, they found that the cats were not inside the home, they are wild cats that have been getting into the crawlspace under the house.

This is not something that they normally do as it is a very costly venture for the SPCA, and they are operating on a very small budget. These cats will have to be euthanized at a cost of approximately \$40 - \$50 dollars per cat, along with expenses incurred for gas, meals and ferry crossing. Gail Lush is a property owner here on the island and she volunteered to come with them and provide accommodations. They have caught 5 cats at the home in Stag Harbour and 1 in Fogo by Mrs. Lush's house. Unfortunately they are unable to come to the island again as it is costly and if they come here they will have to do the same for other small communities.

Recommended that the Town invest in some cat cages and if anyone is able to catch the cats and take them across on the ferry they will gladly pick them up in farewell.

2018-008

Torraville/S. Hart

Resolved to remove Karen Lane from the position of acting Town Clerk and appoint Daphne Coles to act as Town Clerk for the purpose of recording minutes for this meeting.

Resolution Carried. In favour 8. Against 0.

- ❖ Councilor Curtis Burns joined the meeting at 7:25 PM via telephone.

6. Committee Reports

6.1 Transportation Committee

No report submitted. Brief discussion on the issues of the meeting with Glenn Tremblett and Gregg Cuff on Thursday, February 1st, that included:

1. Crew loading the boat earlier to avoid delays
2. Smell of drug smoke in the passenger lounge
3. On-Site management where ferry is docked.
4. Setting up payment areas for Change Island and Bell Island
5. Two boats for the upcoming tourist season
6. Camera's installed at Fogo Island and Farewell

Requested that Karen Lane, CAO contact MHA Derrick Bragg to have him set up another meeting with Minister Steve Crocker and hopefully he will come to the island if not Council members will travel to St. John's again. Also requested that Karen contact Glenn Tremblett in Lewisporte to see what can be done about the smell of drug smoke in the lounge of the ferry.

6.2 Tourism

A meeting of the Tourism Committee was held in the Council Chambers at 6 PM, on Thursday January 11th, 2018. The meeting was chaired by Councillor Burns and others in attendance were Councillor Hamlyn, Councillor Hart, and Karen Lane, CAO.

The following items were addressed:

Green Leaf Trails Report

The consultant visited the site on December 1st and provided a good update on the work that was completed to that point. Recommendations were provided for action items over the winter in order to prepare for the upcoming season. Public Works staff will carry out this work as directed by the CAO and the new Director, Tourism, Culture and Heritage once that position is filled. Staffing of a trail supervisor and trail workers will commence in late March.

Thank you for Donation

CAO has sent a thank you card to Jane Earle for her donation.

JCP – Finalized January 10th

Project requirements have been completed and reports filed and accepted by the province.

Canadian Museums – Young Canada Works Application (due January 15th)

Application was completed and submitted for 6 students under this program, this is the same number that were eventually approved last year. Results of the application will be known in approximately 2 months.

Heritage Structures Review

Wiseman Architecture Ltd. was awarded the contract and will be visiting this week. A report is expected within a couple of weeks after his visit. This report will be used to apply for grant funding from NL Heritage Association with the buildings to be prioritized based on their condition. Deadline for application is February 1st. Six buildings are being assessed.

Director Position

Several applications have been received and reviewed by the Hiring Committee. Interviews will be done on February 12. Amanda McGrath will participate in place of the CAO.

Signage Design for Trail Project – Tender Results

Four proposals were received as follows:

Upland Planning and Design Studio - \$12,000 plus HST

Green Leaf Resources - \$13,650 plus HST.

Mills&Wright - \$23,950

Murray's Landscape Services & Vis-à-vis Graphics Inc. - \$61,875

2018-009

T. Hart/Hamlyn

Resolved that Upland Planning and Design Studio be awarded the contract for Signage Design for the Trail Project.

Resolution Carried. In favour 9. Against 0.

Community Garden

There has been enquiries regarding the operation of the garden and who is responsible for the property, there have been some issues reported between the Farmers Co-op, their members, and the users of the garden. This past season a total of 11 plots at \$25 each were paid, totalling \$275.00. The town was invoiced for \$350.00 from the Fogo Island Farmers Co-op for tilling the plots. The discussion centred around the Town's future plans for the site, and should we become more involved in order to ensure it is being best used by the community.

2018-010

T.Hart/Hamlyn

Resolved that CAO Karen Lane reach out to a member of the board to determine what their plans are and further discussion on the Town's role is needed.

Resolution Carried. In favour 9. Against 0.

There is some concern that a small group of people are making claims to the land and it is no longer open to other members of the community who may be interested. Also, there is a small shed currently at the Seldom water intake that Public Works is hoping to have removed. It was recommended that this shed be assessed by Public Works and possibly put out on tenders. The shed is in poor condition and would need a lot of work if we moved it to the garden site. Council suggested that a Town sign could be put up to show ownership and referred it back to the committee for a decision.

Possible Sculpture by Catholic Priest

Former Mayor Andrew Shea spoke to CAO Karen Lane regarding the possibility of a sculpture being completed by the present Catholic priest on the island, who is an artist. He asked Mr. Shea if he could approach council on commissioning a piece that would reflect the heritage of the island and be put on public display. The committee discussed the possible issues/costs associated with this art installation and how to deal with "public art" in the future.

2018-011

Hamlyn/T. Hart

Resolved that this issue be referred back to the Policy Committee to determine the best way to deal with public art before any further discussions are held with the priest on this possibility.

Resolution Carried. In favour 9. Against 0.

Heritage Foundation re Waterloo School of Architecture research project

An email was received from Jerry Dick regarding the approved project on design issues in the Heritage District of Tilting, and the possible expansion of the project to the other parts of the island (email attached). Other than providing meeting and work space there appears to be no cost to the town.

2018-012

T.Hart/Hamlyn

Resolved that we support expanding this project throughout the island, providing the in-kind support as requested.

Resolution Carried. In favour 9. Against 0.

Community Grant Application – Museum of Flat Earth

Councillor Burns was asked if he considered himself in conflict, he stated that it is a perceived conflict of interest and would take part in discussion but would not vote. Councillors were in agreement.

The application as received was discussed as an example of this type of grant application and the best way forward when dealing with organizations such as museums and other non-profits. The application exists and would this be a good model for providing funding in the future if these building/sites can be run and maintained by these types of boards. The CAO was not sure if there is a policy or 2018 budget amount for this type of application. The committee recommended that the CAO further investigate what is there, and if not it can be deferred to the Policy Committee for review. No decision was made on the current application.

Update: CAO checked with other staff and was provided the Community Grant Application Policy. Also, the 2018 budget included \$4000 on line 1.5.4 – Donations to Community Organizations. The current application from the Museum of the Flat Earth is attached for council review, or can be deferred back to the committee for review and recommendation.

- ❖ Councillor Jacobs was excused from meeting at 8:00PM due to prior commitment.
- ❖ Councillor Burns was excused from the proceeding as being perceived in a conflict of interest.

2018-013

Hamlyn/T. Hart

Resolved to defer application from the Museum of the Flat Earth back to the Policy Committee for review and recommendation. Further resolved to adopt the current Community Grant Application as a procedure to use when not-for-profit groups are looking for funding from council.

Resolution Carried. In favour 7. Against 0.

- ❖ Councillors Burns rejoined the meeting.

6.3 Recreation and Special Events Committee

A meeting of the Recreation and Special Events Committee was held on January 9, 2018 at 10:00AM. The meeting was chaired by Councillor Tracey Hart and others in attendance were Councillor Scottie Hart, Councillor William Hart, Karen Lane, CAO and Colette Wells – Coish, Recreation Director.

The following items were discussed:

A second AED machine will be placed in the Town Office and if needed available to the stadium. CAO, Karen Lane was asked to follow-up on the delivery of the AED machine.

Revenue Report

December 2016: Monthly total: \$10,872.93

December 2017: Monthly total: \$ 9,826.34

Ice rentals and fundraising are essential to sustain the stadium. Many factors play a role in activities and revenue at the stadium. The weather and the ferry are always issues for groups coming to the island. The canteen is one way we fundraise for the stadium.

2018-014

T. Hart/S. Hart

Resolved that a letter be sent out to all businesses requesting that they are free to place ads on the public bulletin board or place a 4x8 billboard sign at the stadium. However, businesses are not permitted to solicit their business at the stadium when similar services are provided.

Resolution Carried. In favour 8. Against 0.

Repairs and Maintenance

The funding allocated to do repairs is in the process of going to tender. This process has to follow proper procedure and will take time to complete. The repairs are not expected to start during this ice season.

2018-015

T. Hart/S. Hart

Resolved that these repairs get done as soon as the steps unfold and dates are suitable. Please keep in mind items such as the condenser requires up to three months delivery time. Also requested that Colette contact Mark Penton about the cost and process to replace the relay.

Resolution Carried. In favour 8. Against 0.

There is still no report from the water sample that has been sent to Dyna Pro in Lewisporte.

2018-016

T. Hart/S. Hart

Resolved that another water source be trucked to the stadium, if possible use Joe Batt's Arm water supply as it is much whiter than other water supplies, in preparation for the Montreal Canadiens Alumni Game to possibly improve the ice surface. Further requested they use the water on the ice several days before the game to see if the ice surface will change color.

Resolution Carried. In favour 8. Against 0.

Events

- * The Fireman and First Responders Hockey Game is scheduled for Friday January 19th at 7pm.
- * The annual Iceberg Cup is scheduled for February 16-17, 2018.
- * The Montreal Canadiens Alumni Game March 17th, 2018

Other

The Director spoke to the school administration early this week regarding the new playground. It is anticipated to start this spring. They have a company that will complete this project for them. This is a school playground.

6.4 Fire Services and Public Safety

A meeting of the Fire Services and Public Safety Committee was held in the Council Chambers from 6:39 PM to 8:15 PM. It had been rescheduled from January 10th due to weather. The meeting was chaired by Deputy Mayor Paul Torrance and others in attendance were Councillor Sam Rowe, Councillor William Hart, and Karen Lane, CAO.

The Following Items were discussed:

Jaws of Life

Forms need to be filled out by the Joe Batt's Arm Fire Department in order for the Town Clerk to apply for the funding of the requested purchase of cutters for the Jaws of Life. Deputy Mayor Torrville is working with Fire Chief Bobby Parsons to complete the forms and will provide when done.

Snow Clearing at government wharf – Joe Batt's Arm

Fire Department was notified of council's decision not to clear this private property and provided with an alternate site to complete their training near the fish plant. Fire Chief Parsons will provide feedback on if this new site is working out.

Deputy Mayor Torrville has been talking with Fire Chief Parsons, they are using the fire hydrant near the fish plant and no issues reported.

FireFighter 1 Training

CAO contacted Linus Tremblett with Fire Service regarding this training. It is no longer available online and would be at the departments own cost to have members complete the training modules required. He provided the course outlines and indicated that while they do not require fire departments to certify at this time, they will arrange for testing once the fire firefighter completes the required curriculum. Per Mr. Tremblett;

NFPA 1001, Firefighter Level I

This course follows the NFPA 1001 standard for fire fighter professional qualifications. It uses the IFSTA Essentials 6th edition text book. This is an entry level course for new firefighters. Course consists of a combination of classroom study, scenarios and modular practical experiences that will prepare the firefighter to carry out most fireground functions under the direct supervision of an officer or experienced firefighter. The scenarios are designed to train the student in realistic fireground operations. Prerequisites for this training program are a signed medical consent form and current standard CPR/1st Aid.

2018-017

Torrville/Rowe

Resolved that once a Fire Chief has been hired, the costs and requirements be determined to start training the firefighters to this minimum standard.

Resolution Carried. In favour 8. Against 0.

Equipment at Deep Bay

Equipment has been collected and been provided to the Fogo Fire Department as they have taken over service for that area. CAO spoke to Linus Tremblett with Fire Services regarding the old fire truck. He indicated that given the condition of the truck it can't be repurposed so the town can dispose of as they see fit.

2018-018

Torrville/Rowe

Resolved that the fire truck in Deep Bay be put on tenders to be sold.

Resolution Carried. In favour 8. Against 0.

Street Numbers/Names

The Town will include a notice in the annual newsletter that is provided to residents with their tax bill to display their street numbers for safety reasons. The newsletter is prepared and is being sent out with tax invoices.

Fire Chief

The committee reviewed the prior recommendation and is standing by that request; the budget was approved with this salary amount included. Deputy Mayor Paul Torrville requested that the

Fire Services and HR Committees meet before the next council meeting to go over the job description and duties. CAO will book the meeting for January 29th. Also indicated that another meeting between the current fire chiefs and the committee would be helpful as well, they will attempt to book this for the same evening before the committees meet. A discussion regarding the Island Harbour fire department is needed as well as there doesn't appear to be any activity there now and the truck may not be usable. There may be a liability issue if there is a fire and the department has gone inactive.

Meeting to review job description and duties for the position of Fire Chief scheduled for January 29th, was cancelled due to bad weather and the meeting with the Fire Chief's hasn't taken place either. CAO, Karen Lane advised council that the office has gotten several complaints from residents in Island Harbour regarding siding blowing off the back of the Fire Hall. Manager of External Operations, Cordell Waterman has been to Island Harbour and assessed the building; it is in poor condition and will need a lot of repairs. Council requested that a meeting be set up with Fire Chief, Barry Bailey to determine the status of the Fire Department, if it is inactive, another department on the island will have to be responsible for the community and residents will have to be notified.

Old Neck Road, Seldom

Letter to be sent to area residents advising them to remove the debris from the area in order to facilitate fire services.

CAO, Karen Lane was advised to ask Cordell to speak with Maintenance Worker, Bruce Blundon regarding any information on who owns the debris.

Emergency Plan

Review of the plan was started with some changes made and updated. The committee will be reviewing it in detail on their own to report back at the next meeting with more updates. Staff will be needed to review and update all the contact info and the plan is to have a temporary project worker in to do this work.

Committee Meetings

The committee discussed the number of meetings and that the same discussions are being held with the entire council. It is felt that the committees are not being strong enough in their recommendations and that the decisions are being made over and over in Council but then coming back to committee for more discussion. If the same information is being reviewed again by all of Council before a resolution can be voted on then there doesn't appear to be a clear reason for the committees to be doing the same thing. The committee would like council to revisit the role of the committees and see if some time can be saved from the process.

6.5 Public Works

A meeting of the Public Works Committee was held on January 15th, 2018 at 2:30 PM. The meeting was chaired by Councilor Samuel Rowe and others in attendance were Deputy Mayor Paul Torralville, Councilor Scotty Hart, Karen Lane CAO and Cordell Waterman, Manager of External Operations.

Review of Agenda

The Committee reviewed the Agenda and the following item were added:
Nippard's Lane in Deep Bay
Items to be Tendered out

Business Arising from Previous Minutes

The Committee reviewed the previous minutes and the following items were discussed.

- Old Neck Road - The manager explained that the decision was made to investigate putting in a hydrant at the end of the road and this had to go through engineering before they could proceed with the hydrant.
- Standing offer for all services - The manager informed the committee that this has been deferred until the next meeting.

Water quality In Fogo

We have had a couple complaints about the quality of water since we have installed the new coupling. There are still a couple residents that are getting large amount of dirt in the water. The Manger explained to the committee what has been done to try and fix the problem.

2018-019

Rowe/S. Hart

Resolved that we have Harty Engineering Inc. explore the option of putting in a reservoir at Fogo water supply, like the one in Seldom.

Resolution Carried. In favour 8. Against 0.

Letter from Calvin Hart

Letter from Calvin Hart in regards to his property on 84A North Shore Road, Fogo. Mr. Hart is requesting that he be exempted for water and sewer tax for his property. Mr. Hart noted that they gave the former Town of Fogo permission to access their garden so that a neighbor could hook up to water and sewer and how he is getting charged for a serviced lot. The lot is big enough to be classified as a lot and the service was installed there at the time.

2018-020

Rowe/Torraville

Resolved that Mr. Hart have to pay for the service as per the Municipalities Act, 1999.

Resolution Carried. In favour 8. Against 0.

Town Hall Road In Deep Bay

The Town has received a request from the Deep Bay Community Committee to have the Public Works Department plow the road leading down to the Community Hall in the Community. They are saying that this is a public building and the Town should plow they road.

2018-021

Rowe/Torraville

Resolved that the Town will not plow the road to the Community Hall in Deep Bay; the hall has been transferred to the committee.

Resolution Carried. In favour 8. Against 0.

Gordon Payne's Water

Mr. Payne is requesting that he be exempt from paying his water bill due to the dirty water that he gets in his house and in his furnace. Mr. Payne was exempt from paying the 2016 water tax due to the quality of his water. Since then the Town as had engineers to have a look his residence and we have also installed a tee in his water line with a valve for him to open and flush his line on a regular basic.

Council discussed the issue and the work that has already been done on his waterline. They recommended that Public Works do water samples from his faucet and at another residence in the area for a period of time to see if the dirt is in his water line and other surrounding homes. Councillors were all in agreement that Mr. Payne will not receive an exemption for water taxes.

Tilting Pump House Repair

On December 15th, 2017 the public works department was called to Tilting to check the pump house. At the time it was noticed that there was no water in the wet well. We had a diver go out

and have a look at the intake and it was noticed that there was no screen on the end of the pipe. The Manager recommended that we get the diver out in the spring and we install a new screen on Tilting intake and also do an inspection on all the water systems on the island.

2018-022

Rowe/S. Hart

Resolved that Manager of External Operations, Cordell Waterman contact Harty Engineering Inc. on getting the intake cleaned out by pushing a pig through the intake pipe and fixing the screen on the intake. The committee would also like to have this work tendered out as they don't think the Public Works crew would have the time and equipment to get this completed.

Resolution Carried. In favour 8. Against 0.

Collins Road

We have been clearing the snow on this road however when we get warmer weather the road becomes very icy. We have been doing our best to keep this area sanded and salted but at times it is very hard to get this done right away. The Public Works employees will continue to sand and salt the road when possible. There was a discussion on the ownership of the land in the area and that the homeowners would have to sign the land over to the Town before the upgrade could go ahead.

2018-023

Rowe/S. Hart

Resolved that we contact Jim Harty on the upgrades to the road to determine requirements and cost. The committee would also like to have this work tendered out.

Resolution Carried. In favour 8. Against 0.

Update on new Dump truck

The Manager has been in contacted with the supplier of the truck and the truck will be shipped to Grand Falls-Windsor this week and will be ready for the end of the month.

Brook Clean Out Regulations

The CAO was in contact with Municipal Affairs and according to them the Town is only responsible for the Town's infrastructure. This will include preventative maintenance on roads and culverts that may be affected by water. The Town will not be responsible for any flooding which may occur as a result of excessive runoff as long as our infrastructure is not the cause. It is the homeowner responsibility to have the proper overland flood insurance.

Old Co-Op Salt Shed Building In Deep Bay

There was a request to have the old salt shed building removed in Deep Bay; however this is not a Town owned building as it is owned by the co-op. The building appears to be a safety hazard and may need to be removed. The manager recommends sending a letter to the Co-Op and asking them to have the building removed or issue an order to remove or upgrade the building. This matter will be brought to the Co-Op's attention during their next board meeting by Deputy Mayor Paul Torraville.

Deputy Mayor Torraville advised that Jeff Decker will be taking this issue to the next board meeting.

Nippard's Lane In Deep Bay

The Town received an email from the Community Committee with regard to Councils decision not to plow the lane in Deep Bay. They are wondering if the decision can be reversed and the Public Works employees plow the road. There was a discussion on this matter.

2018-024

Rowe/S. Hart

Resolved that Council will not be reversing their decision to not plow the road, however Council advised that everyone has a right to submit an application in writing. When this is done we will have Public Works assess the road.

Resolution Carried. In favour 8. Against 0.

Items to be Tendered

There are some items that could possibly go out on Tender. The items are of no use to the Public Works Department.

- 1) Former Town of Tilting cube van
- 2) Old shed going up to the Seldom pump house
- 3) Freightliner dump truck
- 4) Old Pumper truck in Deep Bay

The CAO was wondering if the old shed could be moved to the Boones Family Garden in Little Seldom for the residents to put their small tools in.

2018-025

Rowe/S. Hart

Resolved that we proceed with the Tenders for the vehicles; and Public Works will assess the shed.

Resolution Carried. In favour 8. Against 0.

Use of the Rec Center:

Deputy Mayor Paul Torraville informed the committee that the Fogo Fire Department will be using the Rec Center for upcoming fund raising events.

Overtime on Weekend:

There was a discussion on the Public Works employees and their overtime on the weekends. The Manager explained that according to the Town's Permit To Operate, the Town has to check the pump house and check chlorine residuals daily. There was also a discussion on splitting their shift during the week so that the person who worked the weekend would not be on overtime. The Manager explained that the Town has 3 areas that they snow clear and only 4 employees. This would be very hard to eliminate the overtime when there would be only 1 person working while the other guys are off. The Committee would like for the CAO and the Manager to work on this issue. Item was referred back to Public Works Committee, for a meeting later this week.

Committee more Involved (Referred to CAO):

There was a discussion on the idea that the Public Work Committee be more involved with the planning and the operations of the Public Work Department. The CAO explained that the Terms of Reference states that the committee no authority to control public works operations and are an advisory role for council. Committee indicated that they consider the following section to mean that they are able to participate more in this way;

- Public Works Operations
 5. Review Public Works work plans and present to Council

CAO will ask Policy Committee to comment and refer to Council for clarification, based on differing opinions.

5.6 Policy and Human Resources

A meeting of the Policy and Human Resources Committee was held in the Council Chambers at 4:35 PM. In attendance were Committee Chair, Councillor Barbara Jacobs, Councilor Scottie Hart and Karen Lane, CAO. Councillor Sheldon Hamlyn was unable to attend.

The following items were discussed:

Staffing

Manager, External Operations

Committee had discussion regarding the current employees concerns relating to his position including a lack of clear direction on the role he is expected to fill. With both manager and working foreman duties, his time is split between hands on work and office work, and this will be increasing now that COR certification is being pursued by the Town. The committee started to review his position regarding title, specific job role, and additional responsibilities from the CORE certification process.

2018-026

S. Hart/Hamlyn

Resolved to defer the recommendations back to the committee to update the Manager of External Operations job description. Further resolved to request that Natasha Sharpe come to the island to help with details on what the Town is actually required to meet COR certification and OHS requirements.

Resolution Carried. In favour 8. Against 0.

Seasonal Maintenance Workers

We have hired on two temporary maintenance workers for the winter season, one of which is on call basis once the permanent employee returns.

Director, Tourism, Culture and Heritage

Applications have been received for the position and short listed by the CAO. These were provided to the hiring committee for review. Planning to meet to discuss these possible candidates in the next week as well as create the interview questionnaire. Interviews should be conducted the first week of February.

Policy regarding Tax Exemptions/Reductions for Non-Profits

The committee discussed the current procedures and the existence of some arrangements with certain organizations that were grandfathered in when the Town's amalgamated.

2018-027

S. Hart/Hamlyn

Resolved that current exemptions stay in place as status quo. Further resolved that any future requests only be considered on a case by case basis when received in writing from the non-profit directly to council, with possible exemptions and or reductions provided on an individual basis per a vote and resolution of council. No blanket policy to be created at this time. Further resolved that CAO, Karen Lane or Town Clerk/Treasurer, Amanda McGrath investigate what organizations are registered as not-for-profit and what organizations are currently paying taxes with the Town.

Resolution Carried. In favour 8. Against 0.

Other Items:

Committee Policy/Role

Committee discussed the role of the various committees in the day to day business of the Town and staff and committee roles as explained to Council in their orientation. There was feedback provided by the Public Works Committee to the CAO that they have greater input on the decisions being made in that department, including how certain jobs are completed, the planning of work, and the decisions made by staff. The committee agreed that staff are hired and expected to make these types of decisions and that committees are not set up to make these day to day decisions. Committees are meant to be advisory and supportive in nature and the role of the committee should be clarified by council as a whole if there are changes to be made.

6.7 Finance

Finance Reports

No finance committee meeting was held due to the budget meeting held on January 8th, 2018. Financial statements were reviewed by council.

Tax Exemption

Tax exemption requested for 35 Main Road, Deep Bay. Due to the high cost of putting in an access driveway to the property the crown land application was cancelled.

2018-028

Torraville/Hamlyn

Resolved to grant a tax exemption for property at 35 Main Road, Deep Bay, as the property is Crown Land.

Resolution Carried. In favour 8. Against 0.

7. Administration

7.1 Invoices for Payment

i. Government of NL – Salt & Sand

2018-029

S. Hart/W. Hart

Resolved to pay invoice to Government of NL for purchasing 291 tonne Salt and Sand in the amount of \$15,895.88.

Resolution Carried. In favour 8. Against 0.

ii. Central Diving Ltd

2018-030

W. Hart/Hamlyn

Resolved to pay invoice to Central Diving Ltd in the amount of \$7820.00 for work done at Tilting Water Supply.

Resolution Carried. In favour 8. Against 0.

7.2 Lee English, Stewart McKelvey re: Diane's Units

Letter was addressed by council.

7.3 Loan – 2017 Single Axel Plow Truck

Letter from Scotiabank was addressed with 2 options for financing on the new 2017 Single Axle Plow Truck. Total cost \$196,945.15.

Option 1: 84 payments (7 year term / 7 Year amortization) at \$2344.59 with 4.45% interest.

Option 2: 60 payments (5 year term/ 5 Year amortization) at \$3282.42 with 4.45% interest.

2018-031

Hamlyn/S. Hart

Resolved to accept Option 2 with 60 loan payments (5 year term/ 5 Year amortization) at \$3282.42 per month at 4.45% interest (prime rate 3.45% plus 1%) for the 2017 Single Axel Plow Truck. Total cost \$196,945.15.

Resolution Carried. In favour 8. Against 0.

7.4 Payment of Recurring Expenses

CAO, Karen Lane explained the issue that the town has some expenses that are recurring on a regular basis, for example purchasing gas chlorine and liquid chlorine for the Town Water Systems. Requesting permission to issue payment without the approval of Council.

2018-032

S. Hart/Rowe

Resolved to grant permission for the payment of recurring expenses without the approval of Council.

Resolution Carried. In favour 8. Against 0.

8. Correspondence

8.1 Museum of the Flat Earth – Business Taxes

Deferred to end of meeting after New Business where Councilor Burns will end his telephone session due to conflict of interest.

8.2 Stefan and Dafna Mildenberger – Swimming Pool

Email was addressed. Councilor Tracy Hart explained that Stefan and Dafna Mildenberger would like the opportunity to make a presentation regarding Fogo Island getting a swimming pool. The presentation will be based around the community of Cape St. George and how they obtained a swimming pool for their community.

Council recommended that the presentation should go through the Recreation Committee first. It was further recommended that Cordell Waterman contact the Town of Cape St. George and get more information on operating the swimming pool.

8.3 Paul De Decker – Audio Recordings

Dr. Paul De Decker is the Associate Professor in the Department of Linguistics at Memorial University. This past summer he partnered with Shorefast on the Fogo Island Research Fellowship Program and he spoke to individuals with different dialects here on the island and he also listened to the interview recording done in the TIOW project. He is requesting that the Town share those recording with Memorial University and discuss archival options to preserve these recordings indefinitely.

Council requested that CAO, Karen Lane reply to Dr. Paul De Decker's email with permission to share the recordings with Memorial University.

8.4 Letter from R & K Construction – New Quarry

- ❖ Councilor Rowe declared himself in conflict of interest and left the meeting.

R & K Construction is requesting approval to obtain a Quarry on "the Scrape" on Shoal Bay Road adjacent to King's Construction. This is the only area on Fogo Island they can get good material for constructing septic systems as their quarry on Stag Harbour road has been closed.

2018-033

W. Hart/T. Hart

Resolved that approval be given to R & K Construction to obtain a Quarry on "the Scrape" on Shoal Bay Road adjacent to King's Construction.

Resolution Carried. In favour 7. Against 0.

- ❖ Councilor Rowe returned to the meeting.

8.5 Letter from Municipal Affairs, Budget Approval

Letter from Municipal Affairs regarding the approval of 2018 Budget was addressed.

9. New Business

9.1 Information – United Church, Seldom and the Town Hall, JBA

Both areas were discussed.

1. The former Town of Seldom and Shorefast Foundation had an agreement in place regarding the Old United Church that was inherited by the Town of Fogo Island. This agreement was dated September 16th, 2008 and entitled Shorefast Foundation sole and exclusive use of the property for a 5 year period for the sum of one dollar (\$1.00). During this period Shorefast is required to make repairs to the property and maintain it in a good state of repair. Shorefast

also has the option to purchase this property for the sum of one dollar (\$1.00) anytime during this 5 year period.

2. The land on which the Joe Batt's Arm Town Hall/Fire Hall is situated on is currently owned by Shorefast Foundation. The former Town of JBS originally leased the land from the Anglican Church in 1986 for a 25 year period at no cost, land size 125 feet by 100 feet and 125 feet parallel to road with the understanding that if more land is needed for sewage, up to 75 feet, it would be permitted. In 2009 this land was sold to Shorefast and no consideration was given to the lease with the Town of JBS.

Council recommended that CAO, Karen Lane contact a lawyer to review the correspondence we have on file from the former town of Joe Batt's Arm, Barr'd Islands and Shoal Bay and see if the Town can expropriate the land on which the building is situated.

9.2 Old RCMP House – Instrument of Grant

Originally when the former Town of Fogo assumed ownership of this building from the Federal Government of Canada the agreement was that the building would only be able to be used as a museum demonstrating the history of the police force in Newfoundland and Labrador. A new document is now being prepared by the Department of Justice that will give us broader use of the building. Signing of this document will take place later.

8.1 Museum of the Flat Earth – Business Taxes

- ❖ Councilor Burns declared himself in conflict of interest and ended his telephone call at 10:10PM.

Letter from the Board requesting exemption of 2017 business taxes as the museum is a not-for-profit organization operating on a very small annual budget. Currently there are several not-for-profit organizations not paying a business tax, these were all exempted by the previous Towns before amalgamation and were grandfathered in. Since amalgamation there haven't been any exemptions.

2018-034

Hamlyn/S. Hart

Resolved not to grant Museum of the Flat Earth an exemption for 2017 business taxes.
Resolution Carried. In favour 7. Against 0.

10. Date of Next Meeting:

February 27, 2018 at 7:00 PM

11. Adjournment:

2018-035

Torraville

Resolved the meeting be adjourned at 10:25 PM.

Amanda McGrath
Town Clerk/Treasurer



Wayne Collins
Mayor



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

Councillors Present:

Mayor Wayne Collins	Deputy Mayor Paul Torrville
Councillor Scottie Hart	Councillor William Hart
Councillor Barbara Jacobs	Councillor Curtis Burns
Councillor Samuel Rowe	

Staff:

Amanda McGrath, Chief Administrative Officer (Acting)

Absent:

Councillor Sheldon Hamlyn	Councillor Tracey Hart
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1. Call to Order:

Mayor Collins welcomed everyone and called the meeting to order at 4:35 PM

2. Agenda:

2018-036

Torrville/Burns

Resolved that the agenda be adopted as presented.

Resolution Carried. In favour 7. Against 0.

3. Appointment of Acting CAO:

2018-037

S. Hart/Torrville

Resolved to appoint Amanda McGrath as acting Chief Administrative Officer as offered.

Resolution Carried. In favour 7. Against 0.

4. Signing Authority

2018-0038

Burns/S. Hart

Resolved that Daphne Coles be appointed as interim signing authority.

Resolution Carried. In favour 7. Against 0.

5. Knightsbridge Robertson Surette - Human Capital Solutions

Councillors discussed the proposal from Knightsbridge Robertson Surette to deliver mission critical senior management and executive recruitment services to the Town of Fogo Island for the new Chief Administrative Officer.

A call was placed to Beverley Evans, Partner, Knightsbridge Robertson Surette and she outlined the work that they would perform for the Town.

General fees would be 30% of the yearly wages for a position however they have discounted our rate at about 3-4% with a maximum fee of \$25,000. Travel for her to come to Fogo Island and advertising will be extra. Ms. Evans said that the average time is usually 3 months, however it could take longer. Additionally, if the successful candidate leaves the position within one year they will complete another search at no additional cost.

Mayor Collins thanked Ms. Evans for speaking with Council.

2018-0039

Jacobs/Torrville

Resolved that the Town of Fogo Island hire Knightsbridge Robertson Surette deliver mission critical senior management and executive recruitment services to the Town of Fogo Island for the new Chief Administrative Officer at a maximum fee of \$25,000.

Resolution Carried. In favour 7. Against 0.

6. Director of Tourism, Culture and Heritage

The Hiring Committee gave a brief outline of the reference checks performed for the three candidates and provided their recommendation.

2018-0040

Jacobs/Burns

Resolved that the Town of Fogo Island offer Nicholas Wells the position of Director of Tourism, Culture and Heritage, on an eight (8) month probationary period, with the recommended starting salary.

Resolution Carried. In favour 7. Against 0.

7. Feral Cats

The Town was contacted by the RCMP regarding the issue of feral cats on Fogo Island. Cpl. Skinner indicated that the SPCA would provide cages and they would pick up the cats at Farewell.

Councillors recommended that volunteers be enlisted to work with the SPCA to help with this problem.

8. Adjournment:

2018-041

Torraville

Resolved the meeting be adjourned at 5:33 PM.

Amanda McGrath
Chief Administrative Officer (Acting)



Wayne Collins
Mayor



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

Councillors Present:

Mayor Wayne Collins	Deputy Mayor Paul Torrville
Councillor Sheldon Hamlyn	Councillor William Hart
Councillor Barbara Jacobs	Councillor Curtis Burns via Telephone 7:25PM
Councillor Samuel Rowe	

Staff:

Amanda McGrath, Chief Administrative Officer (Acting)

Absent:

Councillor Scottie Hart	Councillor Tracey Hart
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1. Call to Order:

Mayor Collins welcomed everyone and called the meeting to order at 6:05 PM

2. Gordon Payne

- Mr. Payne was present to discuss his water issues with Council. Mr. Payne spoke about the dirty water he has in his house, the amount of filters he uses and the coils that he had to replace in his furnace. He indicated that he can't afford to pay for water taxes along with filters and coils for his furnace; requested to be exempt from paying water taxes.
- Mr. Payne provided a sample of water that came from his tap, furnace and filters and presented the coil from his furnace.
- Councillors discussed their activity over the past number of years trying to resolve the water issues in Fogo. In addition, the Public Works staff has been instructed to monitor at Mr. Payne's house along with other homes in the area.
- At the recent Public Works Committee meeting, the possibility of moving his water line was discussed and will be further recommended later tonight.
- Councillors thanked Mr. Payne for attending the meeting.

3. Agenda:

2018-042

Burns/Torrville

Resolved that the agenda be adopted as presented with the following additions

6.6 Resolution – Manager, External Operations

6.7 Resolution – Tax Exemption Request

Resolution Carried. In favour 7. Against 0.

4. Minutes:

2018-043

Hamlyn/Burns

Resolved that the minutes of February 5 and 19, 2018 be adopted as presented.

Resolution Carried. In favour 7. Against 0.

5. Business Arising:

- An update was given on the Municipal Complex Project with regard to possible extra funding to complete evaluations of three Fire Stations.

6. Committee Reports

6.1 Transportation Committee

A meeting of the Transportation Committee was held in the Council Chambers at 7:00 PM, on February 28, 2018. In attendance were Paul Torrville, Deputy Mayor and Committee Chairperson, William Hart, Councillor and Committee Member, Clifford Rowe, Committee Member - Trucking Industry Representative, Wayne Collins, Mayor and Amanda McGrath, Chief Administrative Officer (Acting)

I) Air Ambulance Service Meeting:

Mayor Collins and Councillor Hart have been invited and plan to, attend the meeting to be held in Gander on March 2, 2018.

II) Vessel Schedule:

a) Short term

- Members discussed the possibility of removing the long day on Saturday to Wednesday. It is suspected that usage is really low on Saturday. This will mean the last trip from FW on Saturday will be 6:00 PM.
- Stats on the usage, has been requested from the Department of Transportation and Works, however it has not been received yet.
- Days with late trips to be move back to 8:00 PM instead of 9:00 PM, was discussed.
- It was agreed that a request will be made to move the long day from Saturday to Wednesday. In addition, it will be requested that the last trip on the long day be at 8:00 PM, which will also result in a change to the previous departure time from Fogo Island; suggested 6:30PM or earlier (5:00 or 5:30). It was agreed that the last trip from Fogo Island should be 5:30 PM

b) Long term

- Request will be made to implement the year around schedule starting April 1, 2018

III) Available Swing Vessel and Placement

- Request to be notified when a second vessel will be available and what vessel it will be. April 1 is the preferred date for the swing vessel to be put on the run and this will be requested.
- Additionally, it will be requested to have the swing vessel, when not in use, to be tied up at Lewisporte or Fogo Island, in the event of a breakdown this vessel will be more readily available.

IV) Continuing problems with Legionnaire/Veteran

- Request an explanation as to the cause of the breakdowns and ask if it could have been corrected if there had been a technician on board.

v) Provide Lewisporte office the authority to make decisions pertaining to management issues

- Request that they be given more authority.

vi) Implementation of an air ambulance service

- When the committee met with Government last fall, Mr. John Baker, ADM was in favour, as it causes fewer delays to the ferry schedule and is a cost savings to the Department.
- Members also noted the long wait times for the ambulance to get to the ferry.

vii) Other

Letter from Concerned Resident

- Requesting that the long day schedule on Friday be changed; this issue was dealt with earlier.

6.2 Tourism

- A meeting of the Tourism Committee did not take place.

I) Director Position

Interviews were completed for the Director's position and Nicholas Wells was offered and accepted the position.

II) Ad for the Downhome Magazine

2018-044

Burns/ Hamlyn

Resolved that the Town place an ad in the Downhome Magazine as last year.
Resolution Carried. In favour 7. Against 0.

6.3 Recreation and Special Events Committee

A meeting of the Recreation and Special Events Committee was held on February 22, 2018 in the Council chambers at 10:05 AM. The following were in attendance; Councillor Tracey Hart, Colette Wells – Coish, Recreation Director and Amanda McGrath, CAO (Acting)

I) Presentation by: Dafna Mildenberger

Swimming Pool Information from Cape St. George was presented. This is a great opportunity for a new public service. This would increase the physical activities available to residents and visitors as well as increasing social and mental wellness among people.

2018-045

W. Hart/Hamlyn

Resolved that the swimming pool idea should be presented to Council and to furthermore arrange for the Mayor Peter Fenwick of Cape St. George to come to Fogo Island and provide all information he has on this development.

Resolution Carried. In favour 7. Against 0.

II) Revenue Report:

January 2017.....\$12,828.65 January 2018.....\$12,238.51

Ice Surface rentals for hockey are actually up from last season, however with all other revenue including common room rental, canteen services and public skating there was a decrease.

III) Community Group Rental Rates

There are various community groups who use the ice at a discounted rate for youth. These rates are helping to cover the daily operating cost of the stadium. Councillors were in agreement that there will be no changes to the rates at this time.

IV) Events

* The annual Iceberg Cup on February 16-17, 2018 went well.

* The Montreal Canadiens Alumni Game March 17th, 2018 is well in the plans and we hope this will be a great success and opportunity for everyone.

v) Skate Sharpener

There is a skate sharpener for sale and will become available at the end of the season. The owner sharpens approximately 500 pairs per season at \$5.00 per pair, which does not include his family and friends. It is recommended by the Committee that Council purchase the skate sharpener and place it at the stadium.

Issue referred back to committee, to determine the condition of the sharper before a decision is made.

vi) Other

School Playground

There has been further discussion with the school principal regarding the new playground. They are waiting on a template that will outline the conditions regarding the school playground. It is possible there will be some exceptions for public use.

Projects

The Community Enhancement Employment Program project is concluding. Other projects applied for are: Student Jobs, Community Healthy Living Fund – in this project application has been made to purchase replacement playground equipment, funding to assist with roof insulation at the stadium, train student staff with basic first aid, and offer seniors programs.

Cell Phone Usage

The Committee Chair recommends council discuss paying a portion of the personal cell phone used by the Recreation Director. It is used for stadium work on a regular basis. Item will be addressed later by the Policy & HR Committee.

Deep Bay Community Committee Inc.

A letter was received regarding starting a fitness Centre in Deep Bay. This committee is aware Shorefast is willing to donate fitness equipment to the Town of Fogo Island. It is our understanding that all the donated equipment will stay together as a package to equip a larger facility than we currently offer at the stadium. This project has been discussed with the Economic Development Officer and is still under review.

6.4 Fire Services and Public Safety

A meeting of the Fire Services and Public Safety Committee was held in the Council Chambers from 4:30PM to 6:25 PM on February 26th, 2018. The meeting was chaired by Deputy Mayor Paul Torraville and others in attendance were Councillor Sam Rowe, Councillor William Hart, Amanda McGrath, CAO (Acting) and Fogo Island Fire Department Representatives: Barry Bailey, Island Harbour Chief, Bobby Parsons, JBS Chief, Blaine Broders, Tilting Chief, Randy Budgell, Seldom-Little Seldom Chief, Darryl Hart, Fogo Chief and John Humphries, Stag Harbour Assistant Chief.

The Following Items were discussed:

I) Meeting With Fire Chief's

Financial Reports

JBS, Fogo and Seldom-Little Seldom Stations submitted their financial reports

Round Table Discussion

a) Equipment Needed

JBS

- Request to purchase 10 new bunker suites at a cost of \$16,200 plus tax. Mr. Broders indicated to Mr. Parsons that Tilting has some suites available that were donated to them from Ontario.
- Jaws of Life – Funding application was not finalized by the former Co-ordinator, the application was given to Mr. Parsons to finish

Island Harbour

- New light and siren. Additionally pagers would be an asset.

Seldom

- New fire truck – All members were in agreement that the Department needs a new truck. The Fire and Emergency Services application for funding will be forwarded to Mr. Budgell to fill out.
- 1 ½" line – The Fogo Station will go through the equipment from Deep Bay to determine if there is some available. Mr. Hart agreed to contact Mr. Budgell.

Tilting

- Two new BA's – Two may be available from Deep Bay.
- Shield's for helmets
- 2 ½" nozzle
- Siren for truck

Stag Harbour

- Portable pump needs an overhaul. Mr. Humphries will discuss the issue with Mr. Hart.

Fogo

Foam dispenser is not working. Contact will be made with the Fire Commissioners Office regarding the repairs.

- Fire Department members were asked to submit quotes for their requests.

- It was also noted that the excess fire equipment from Deep Bay, which is not needed by the Fogo Fire Station, will be allocated to the other stations.
- Additionally, members discussed upkeep of equipment and most is done by fundraising. Most importantly the equipment needs regular upkeep.

b) Future Plan for the Fire Stations

- Question was asked what is going to become of the Departments/Stations on Fogo Island.
- Council representatives indicated that it is unknown yet.
- The Fire Services Report was done; Deputy Mayor Torrville will consult Council to see if the final revisions were completed and if it could be forwarded to the members.

c) Life Insurance

- The beneficiary Designation Card forms will be sent to each station, for all members to fill out again. Request was made in the event that their beneficiary has changed.

d) Update on Fire Chief

- Members discussed Council's decision to hire a paid Fire Chief and all were in agreement that this needs to happen – 100% in agreement with this being a paid position.
- Duties of the Chief would include head of the department, inspections, training of firemen, ordering, etc.
- Members asked that the position be posted internally first.

e) Training

- Training is very important. Deputy Mayor Torrville agreed to contact Linus Tremblett regarding the basic 2 day training.
- Other training needs include; Small Airport Training, Interior Training (Smoke House), HAZMAT and Motor Vehicle Extraction.

f) Fire Extinguishers

- Next time Valmin Fire Protection Ltd. is out to perform checks, it was recommended that all halls be on the list.
- JBA hall is in need of two fire extinguishers. Two will be purchased.

Firemen departed the meeting at 6:13PM

ii. Other

a) Tenders

- Committee members discussed the tenders on the old pumper truck from Deep Bay and the old Cube Van in Tilting; no tenders were received for either vehicle.

2018-046

Torrville / W. Hart

Resolved that the Town retender the old pumper truck in Deep Bay and the old cube van in Tilting.

Resolution Carried. In favour 7. Against 0.

b) Membership

Limit on membership for each station; this will be checked out.

c) Purchase Request JBS

JBS request for 10 new bunker suits; the future of the Fogo Island Fire Department needs to be established first, then the number of suits required will be evaluated.

d) Emergency Management Plan

It was recommended in the plan for three fire stations; however no final decisions have been made. A copy of the plan will be given to each station chief.

6.5 Public Works

A meeting of the Public Works Committee was held in the Council Chambers on February 19, 2018 at 3:00 PM. The meeting was chaired by Councilor Sam Rowe and others in attendance were Councilor Scotty Hart, Amanda McGrath, Town Clerk/Treasurer and Cordell Waterman, Manager of External Operations.

The following items were discussed:

i. Business Arising

a) Collin's Road

The Manager informed the committee that he had been in contact with Jim Harty about the requirements and cost to upgrade Collin's Road. The cost is estimated to be approximately \$40,000 - \$50,000. Mr. Harty also stated that this was an estimate and may cost more once the job started.

2018-047

Rowe/Torraville

Resolved that the Town have an engineer complete an assessment on the road, with regard to work needed and price estimates.

Resolution Carried. In favour 7. Against 0.

ii. New Business:

a) Location of the PDWU

Municipal affairs had reviewed several possible locations for the unit in the center of the island, during their last visit. At the time they determined that the Town should proceed with the area near the hospital as they have a lot of water and this would a good location to drill.

There was another option to take the water from Shoal Bay Brook. The Committee members discussed possible issues with this area; including shortage of water during the summer months and the cost to possibility have to install a reservoir and installation of piping.

2018-048

Rowe/Torraville

Resolved that the Town apply for crown land near the hospital and near Shoal Bay Brook.

Resolution Carried. In favour 7. Against 0.

b) Gord Payne's Water

Mr. Payne attended the Public Works meeting, in which he brought in a bucket of water and the coil from his furnace. He informed the committee that he is still getting a lot of dirty water in his house and he would like to be exempt from paying his water bill and if something is not done than he will have to take this issue further. The manager explained to the committee that the public works department has installed a tee in his line with a valve so that Mr. Payne could open the valve and let the water flow to try and keep the dirt from getting in his house. Mr. Payne said that when he opens the valve he loses the water pressure in his house. The manager recommended to the committee that the next step would be to dig up the line and move his connection point up closer to the main road.

2018-049

Rowe/W. Hart

Resolved that Mr. Gordon Payne not receive an exemption for water taxes. Be it further resolved that the Town recommends moving the water line up further.
Resolution Carried. In favour 7. Against 0.

c) Shelving for Cube van

The cube van was taken into Action Truck Parts in Gander for a price on the shelving; the package that was required for the van was \$10,000. The basic package was about \$5,000 and it was not big enough for what they needed. The Public Work Department will get the material and build the shelving themselves. It was also explained to the committee that the van will require some new tools and these will have to be purchased.

d) Sandy Cove water supply

Staff was talking to Jim Harty about the possibility of running a swab or pig through the 12" line from Sandy Cove pond to the pump house. There was a concern about what may be in the pipe to prevent the pig from going through and causing it to get stuck in the line. If this happens we would have to block off the line and dig it up. There was also a discussion about running a camera through the line to see what may be there, and then a plan would be put in place first. However the diver indicated that in the past when they run a camera it was very hard to see anything with the camera due to the stirring up of the water, making it very hard to see anything. It was recommended to first try to get a line through the pipe, and then put a float on the line to ensure that the line is not blocked.

The committee recommended that the Town wait until the spring to determine if the line is blocked.

It was noted that the wet well has been keeping its water levels.

e) Backhoe update

The work on the backhoe has been completed and the backhoe is in Fogo. An invoice has not been received as to the total cost of the repair.

f) Overtime

At a recent public works committee meeting with the Manager and the CAO, discussion took place on how to reduce the overtime of the employees. The Manager was asked to split the employee's shifts to reduce the overtime to check the water on the weekend. A schedule has been worked out, that would have the on call worker, working regular time on the weekends and then they would take the following Friday off. It was explained that doing it this way there would be only three maintenance workers, working every Friday instead of four. He also explained that Friday's is the day that the employees pick up garbage around the Town owned buildings and with only two workers working, this may interfere with getting any other work done on that day.

Councillors discussed the overtime issue and said that the fill in individual should be used whenever possible.

g) Work summary

The Manager submitted a work summary for 2 workers for 5 days outlining all the work that they completed during those days. It was suggested that the work summary should include more information on the work done on the equipment, which would include the inspection sheets on the vehicles. The committee would also like to see updates on major jobs, repairs to buildings and also the water turn on and offs. This will be included in the next report.

h) Standing offer for services

A decision was made during a previous meeting that the standing offer for all service be deferred until the present standing offer expires on May 19, 2018. A review of what services we require will be reviewed at this time and a new standing offer will be issued.

i) Tenders for Town vehicles

Tenders were issued for the Freightliner dump truck, Cube van in Tilting, Pumper truck in Deep Bay and the storage shed in Seldom. The tender for the shed closed on February 16. The other Tender will close on February 23 and will be discussed at the next Council meeting.

j) Letter from Janet Hewitt

The Town received a letter stating the due to the upgrade to the road in 2015 her mother now has an issue getting into and out of her house. She would like the Town to consider a solution to help her mother with this issue. The committee looked at the picture from the area and was in agreement that this was not a public works issue and would not recommend building up the walkway from the road to the house. Councillors were all in agreement with the committee's decision.

5.6 Policy and Human Resources

A meeting of the Policy and Human Resources Committee was held in the Council Chambers at 4:30 PM, until 5:11 PM. In attendance were Committee Chair, Councillor Barbara Jacobs, Councilor Scottie Hart and Amanda McGrath, Town Clerk/Treasurer

The following items were discussed:

i. Business Tax Exemptions/Reductions for Non-Profits

Committee members discussed this issue again and were in agreement that Tax Exemptions/Reductions for Non-Profits will be done on a case by case basis.

ii. Committee Policy/Role

The committee briefly discussed Committee and staff roles and that Committees are meant to be advisory and supportive in nature and the role of the committee should be clarified by council as a whole if there are changes to be made.

iii. Director of Tourism, Culture and Heritage Interviews

A brief overview was given of the reference checks that were done.

iv. Manager of External Operations Position

2018-050

Jacobs/Hamlyn

Resolved that Mayor Collins step down as chair of the meeting to introduce a resolution.
Resolution Carried. In favour 7. Against 0.

2018-051

Collins/Hamlyn

Resolved that the Town of Fogo Island declare the position of Manager of External Operations redundant effective March 31, 2018, pursuant to s. 68 of the Municipalities Act, 1999.
Resolution Carried. In favour 6. Against 1. (Councillor W. Hart was against the Resolution).

2018-052

Jacobs/Hamlyn

Resolved that Mayor Collins resume the position as chair of the meeting.
Resolution Carried. In favour 7. Against 0.

2018-053

Jacobs/Hamlyn

Resolved to accept the Human Resources and Policy Committee Report, as presented.

Resolution Carried. In favour 7. Against 0.

Other

- Mr. Gordon Payne requested to speak to Council again regarding his water, Council was in agreement.

- Mr. Payne questioned what Council's responsibility is to providing clean water and indicated that he will not be paying for his water tax.

- Council informed Mr. Payne that they are doing everything to fix the water problem in Fogo and plan to move the line to his property. In addition Public Works Staff will be monitoring the water in the area.

6.7 Finance

A meeting of the Finance Committee was held in the Council Chambers on February 20, 2018 from 3:20 PM until 4:45 PM. The meeting was chaired by Councillor Barbara Jacobs and other in attendance were Councillor Curtis Burns and Amanda McGrath, CAO (Acting)

The following items were discussed:

i. 2018 Property Tax Discount and Tax Rates

Committee members discussed the 2018 senior's discount requirements and the change in tax rates.

Members indicated that their intentions were good, with having the lowest income earners over 65 receiving the discount. Discussions took place on items to be considered during next year's budget, which would include a combined spousal income threshold for receiving the discount.

With regard to the change in business tax rates, the rationale was to bring up the rates to pre amalgamation rates and tax information gathered from other Towns, to bring it up to par.

Other discussions took place on introducing a remote cabin tax next year.

ii. Financial Reports

A review was completed of the financial reports.

2018-054

Jacobs/Hamlyn

Resolved to accept the financial report for January 2018.

Resolution Carried. In favour 7. Against 0.

2018-055

Torraville/Hamlyn

Resolved that the Regular Council Meeting convene to a Privileged Meeting from 7:50 until 8:05 PM

Resolution Carried. In favour 7. Against 0.

❖ Councillor Rowe was excused from the Meeting at 8:07 due to a previous commitment.

iii. Personal Cell Phone Usage

2018-056

Jacobs/Burns

Resolved that the Town compensate employees required to use their personal cell phone for work and the Mayor, under the following situations;

- \$30 per month for telephone call usage
- \$45 up to 50% of cost for telephone calls and data usage.

Resolution Carried. In favour 6. Against 0.

iv. Tax Exemption Request

Councillors review the request from a resident at 74 Harbour Drive, Seldom to be exempt from a portion of water tax from the former Town of Seldom-Little Seldom, stating that they had qualified for a half rate.

Minutes obtained from the former Town of Seldom-Little Seldom stated that the half rate for water and sewer tax was only offered to people with summer homes. Additionally, in the minutes from December 7, 2007, it also referred to the ending of the half rate for summer homes.

In addition former Councilors and staff of the former Town of Seldom-Little Seldom were questioned with regard to half rates for water and sewer taxes and they have all confirmed that this half rate only pertained to people who owned summer homes.

Residency information was also provided by the property owner, which confirmed that they were not summer home resident.

After reviewing information provided, Councillors were all in agreement that the resident was not qualified for the half rate and will not receive an exemption for water and sewer taxes.

7. Administration

7.1 Tenders

a) 1986 Freightliner Dump Truck

One tender was received from King's Construction.

2018-057

Hamlyn/Torraville

Resolved that King's Construction be awarded the tender for the 1986 Freightliner Dump
Resolution Carried. In favour 6. Against 0.

b) 8" X 8" Shed near the Seldom Water Supply

Two tenders were received:

Wade Collins
United Church

2018-058

Burns/Hamlyn

Resolved that Wade Collins be awarded the tender for the 8"X8" shed located near the Seldom Water Supply. Be it further resolved that the shed be removed within 30 days.
Resolution Carried. In favour 6. Against 0.

7.2 Crown Lands Referral

Judy Reid – Kelly's Island Road, Tilting

2018-059

Burns/Hamlyn

Resolved that the crown land application for Judy Reid for land located on Kelly's Island Road, Tilting be refused as it is on a Community Recreation area.
Resolution Carried. In favour 6. Against 0.

8. Correspondence

8.1 Circular to Municipalities – Cannabis Retail Outlets

Information was presented to Council.

8.2 Bryce Degner – Scoff Restaurant Inc. – Request Approval for Liquor Licence

2018-060

Burns/Torraville

Resolved that the Scoff Restaurant Inc. be given permission to acquire a Liquor Licence at 159 Main Road, Joe Batt's Arm.

Resolution Carried. In favour 6. Against 0.

8.3 Central Regional Meeting – March 23 & 24 in Grand Falls-Windsor

Councillors were in agreement that two members will attend and to contact the Town Office if they wish to attend.

Councillors Burns informed Council that he will be attending the Clean and Safe Water Workshop in Gander at the end of the month at no cost to Council.

Additionally, Councillors were notified that Public Works staff has been registered to attend as in previous years.

8.4 University of Waterloo

Letter proposing a collaborative opportunity between the Town and the University of Waterloo, regarding asset management was discussed

Councillors were all in agreement with this opportunity.

8.5 The Royal Canadian Geographical Society

Council discussed the letter from RCGS, which informed Council that they will be launching its first provincial giant floor map at Manuels River Interpretation Centre. They also noted that there were omissions of several communities on Fogo Island and that they are in the process of correcting this error.

8.6 Deep Bay Community Committee Inc.

i. Request letter of Support

2018-061

Burns/Torraville

Resolved that the Town of Fogo Island support the Deep Bay Community Committee Inc. application under the Community Healthy Living Fund, for the following initiatives:

- \$3,000 Grant for the purchase of a fridge/cooler and playground equipment.
- \$10,000 Grant for roof repairs, renovates washrooms to make them wheelchair accessible, renovate kitchen- enlarge area, and put new water lines to both. Make entry way wheelchair accessible, add new wheelchair accessible deck on back of hall, water filtration system, safety push bar for doors, stove and range hood.
- \$1,500 Grant for the purchase of a computer, printer, software, indoor walking and dancing program.

Resolution Carried. In favour 6. Against 0

ii. Approval for Liquor Licence

2018-062

Burns/Torraville

Resolved that the Deep Bay Community Committee Inc. be given permission to acquire a Liquor License at 3 Town Hall Road, Deep Bay.

Resolution Carried. In favour 6. Against 0

III. Tax exemption request

Item to be referred to the HR and Policy Committee.

8.7 William Oldford – Dept. of Natural Resources

Mr. Oldford's email stating that the area R & K Construction is applying for is in a Community Development Area and that the Town of Fogo Island will need to change this area so mineral workings is a permitted activity.

Community Development Area.

All other uses except for agriculture, forestry, mineral working, scrapyard, solid waste, and animal uses; uses on lots created by discretionary approval (see Condition 8).

Council discussed the issue and decided that they are not prepared to change their Development Regulations at this time.

8.8 Durrell Museum Invitation

Invitation to attend the opening of their Great Auk exhibit was presented to Councillors.

9. New Business

9.1 Special Meeting of Council

A special meeting of Council will be held on March 31, 2018 at 1:00PM, with a Privileged Meeting being held at 12:30PM.

9.2 CAO Selection Committee

Mayor Collins and Councillors Hamlyn and Jacobs agreed to sit on the Committee.

10. Date of Next Regular Meeting:

March 27, 2018 at 7:00 PM

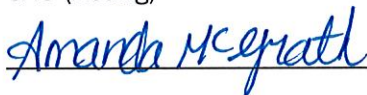
11. Adjournment:

2018-063

Torraville

Resolved the meeting be adjourned at 9:00 PM.

Amanda McGrath
CAO (Acting)



Wayne Collins
Mayor



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

Councillors Present:

Mayor Wayne Collins	Deputy Mayor Paul Torraville (1:44 PM)
Councillor Scottie Hart	Councillor William Hart
Councillor Barbara Jacobs	Councillor Curtis Burns
Councillor Samuel Rowe (1:54 PM)	Councillor Sheldon Hamlyn

Staff:

Amanda McGrath, CAO (Acting)

1. Call to Order:

Mayor Collins welcomed everyone and called the meeting to order at 1:35 PM

2. Air Ambulance Committee:

2018-064

Jacobs/Hamlyn

Resolved that Councillor William Hart will sit on the Air Ambulance Committee.

Resolution Carried. In favour 7. Against 0.

❖ Deputy Mayor Paul Torraville joined the meeting at 1:44 PM.

3. Iceberg Arena Upgrade Project:

Councillors review the email from CORE Engineering regarding the proposed scope of work.

❖ Councillor Samuel Rowe joined the meeting at 1:54 PM.

A teleconference will be set up next week with CORE Engineering and Municipal Affairs to discuss the scope of work.

4. Pump House Issues:

Councillors discussed issues with the Joe Batt's Arm, Tilting and Seldom Pump Houses.

The items listed below are needed:

Pump Drivers	- Tilting - 2; JBS - 1 ; Seldom - 1
Valves	- Tilting - 2 sides

Valves

Councillors are confident in staff's ability to install the valves in Tilting; therefore contracting out the installation service will not be required.

Quotes for Supply only:

H & B Construction - \$4,668.69

Electric Motor & Pump - \$3,710.00

LGR Electrical - Quote received was for all items (Valves & Pump Drivers)

2018-065

Jacobs/Hamlyn

Resolved that one valve will be purchased from Electric Motor & Pump totaling \$3,710 plus HST.

Be it further resolved that the price to repair the second valve will be checked out, if the cost is half the price of a new valve then two will be ordered.

Resolution Carried. In favour 9. Against 0.

❖ Mayor Wayne Collins declared himself in conflict of interest and was excused from the proceedings.

Pump Drivers

Councillors reviewed the quotes received to supply and install the pump drivers in Joe Batt's Arm, Tilting and Seldom pump houses.

Quotes for Supply and Install Pump Drivers:

H & B Construction - \$36,835.29 HST Included

Blue Jay Electrical - \$18,120.00 HST Included

LGR Electrical - \$36,519.73 HST Included (includes supply for valves)

2018-066

Hamlyn/Burns

Resolved that Blue Jay Electrical be awarded the tender for the supply and installation of pump drivers at the Joe Batt's Arm, Tilting and Seldom pump houses totaling \$18,370 taxes included. Resolution Carried. In favour 8. Against 0.

- ❖ Mayor Wayne Collins rejoined the meeting.
- ❖ Councillor Curtis Burns declared himself in conflict of interest and was excused from the proceedings.

5. Acting Town Clerk:

Privileged Meeting – 2:30 PM

2018-067

Torraville/S. Hart

Resolved that the Regular Council Meeting pause for Councillors to enter into a Privileged Council Meeting at 2:30PM.

Resolution Carried. In favour 8. Against 0.

Regular Council Meeting – 2:50 PM

2018-068

Torraville/S. Hart

Resolved that the Regular Council Meeting resume at 2:44PM.

Resolution Carried. In favour 8. Against 0.

2018-069

Rowe/Hamlyn

Resolved that the Town approach Daphne Coles, Administrative Officer to become the Acting Town Clerk beginning April 2, 2018, for approximately 8 – 10 weeks.

Resolution Carried. In favour 8. Against 0.

Mayor Collins and Councillor Jacobs agreed to discuss the appointment with Mrs. Coles.

6. Invoice for Payment:

2018-070

Jacobs/Burns

Resolved that the Town of Fogo Island pay Knightsbridge Robertson Surrette \$8,333 plus tax for invoice number RE003366.

Resolution Carried. In favour 8. Against 0.

7. Adjournment:

2018-071

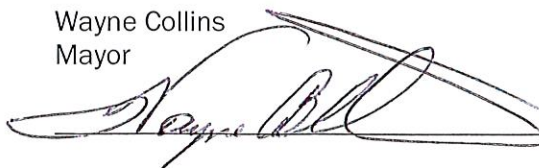
W. Hart

Resolved the meeting be adjourned at 2:56 PM.

Amanda McGrath
Chief Administrative Officer (Acting)



Wayne Collins
Mayor



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

Councillors Present:

Mayor Wayne Collins	Deputy Mayor Paul Torrville
Councillor Curtis Burns	Councillor Sheldon Hamlyn
Councillor Scottie Hart (7:50 PM)	Councillor Tracey Hart
Councillor William Hart	Councillor Barbara Jacobs
Councillor Samuel Rowe	

Staff:

Amanda McGrath, Chief Administrative Officer (Acting)
Daphne Coles, Administrative Assistant

1. Call to Order:

Mayor Collins welcomed everyone and called the meeting to order at 7:00 PM. Councillors and staff filed their disclosure statements.

2. Delegations

i. Phil Barnes & Karen Decker, Fogo Island Co-op

- Mr. Barnes prepared a slide presentation portraying a 5 year strategic plan for the future of the Fogo Island Co-operative and Fogo Island.
- Last summer the Co-op introduced a cod tongue cutting program to involve our younger generation, into the fish processing industry. This year the Co-op would like to hold a Cod Tongue Cutting Contest during our annual festivals, and they would like for the Town to write a letter to the different festival committees showing their support in this contest.
- Mayor Collins thanked Mr. Barnes and Mrs. Decker for attending the meeting and they departed at 7:35PM.

ii. Dafna Mildenberger – Presentation of Swimming Pool Initiative

- Council was presented with a list with over 1675 signatures from residents around the island in support of a swimming pool. This list was compiled from door to door visits and lists posted at 14 local businesses here on the island. Also presented were letters of support from Beavers, Fogo Island Community Housing, Fogo Island Central Academy and a personal letter written by Abby Neil, student, listing reasons Fogo Island residents would benefit from a swimming pool. In getting this list accomplished, Mrs. Mildenberger has talked with many residents and everyone is very interested in this new venture and eagerly signed the paper.
- Mrs. Mildenberger further explained revenue resources such as family passes, birthday party rentals, school user fees, individual and senior user fees that are used at Cape St. George to help offset the cost incurred in operating this venue.
- Council felt that residents have to be involved in getting this venture started, there will need to be a committee formed to help explore all avenues and concerns; fundraising will have to play an important role, even after the swimming pool is up and running. Finances are a major concern for Council if residents are not willing to alleviate some of the burden through a tax increase.
- Mayor Collins thanked Mrs. Mildenberger for attending the meeting and her presentation to Council.

❖ Councillor Scottie Hart joined the meeting at 7:50 PM.

3. Agenda:

2018-072

W. Hart/Burns

Resolved that the agenda be adopted as presented with the following addition 8.4 MNL
Symposium

Resolution Carried. In favour 9. Against 0.

4. Minutes:

2018-073

Torraville/S. Hart

Resolved that the minutes of March 1, 2018 be adopted as presented.

Resolution Carried. In favour 9. Against 0.

5. Business Arising:

- Inquired about the cost of purchasing the Skate Sharpener for the Stadium. Cost is \$4200.00. This will be discussed further, later in the Recreation, Development & Special Events Report.

5.1 Instrument of Grant – Old RCMP House

New grant papers were received by email and needs approval for signing.

2018-074

Torraville/T. Hart

Resolved that the new Instrument of Grant for the Old RCMP House be approved and signed.

Resolution Carried. In favour 9. Against 0.

6. Committee Reports

6.1 Transportation Committee

A meeting of the Transportation Committee was held in the Council Chambers at 7:00 PM, on February 28, 2018. The following were in attendance: Paul Torraville, Deputy Mayor and Committee Chairperson, William Hart, Councillor and Committee Member, Clifford Rowe, Committee Member - Trucking Industry Representative, Samuel Rowe, Councillor and Committee Member, Eugene Nippard, Committee Member - Concerned Citizen Representative, Pauline Payne, Committee Member - Shorefast Foundation Representative, William Miller, Committee Member - Business Representative, Wayne Collins, Mayor, Amanda McGrath, CAO (Acting), Derrick Bragg, MHA and Honourable Steve Crocker, Minister of Transportation and Works.

The Following items were discussed:

Reinstatement of Summer Schedule

As per the previous collective agreement, summer schedule is to commence May 15. The committee feels that it is essential to introduce the summer schedule the beginning of April. The increased tourism industry and early opening of the fish plants will justify this decision. The Fogo Island Co-Op will have product coming to and leaving Fogo Island. As well the Fogo Island Inn will require the improved service to satisfy the many guests staying at the Inn. In addition FI/CI has increased traffic with tourists visiting much earlier in recent years.

Minister Crocker advised the Committee that there has been no change in the collective agreement. Having the summer schedule start prior to May 15 is outside the government's budget restraints.

Request was made for trucks, with fresh produce, to have guaranteed passage; one per trip, when required, along with the required return trip from Fogo island.

Available Swing Vessel

Request that the available swing vessel be identified and have her docked at Fogo Island or Lewisporte.

The Beaumont Hamel should be freed up within a week and will be docked in Lewisporte, as it is more cost effective and easiest place to be monitored by senior staff.

Introduction of Second Vessel

Request that this vessel be available to FI/CI by May 1 servicing CI and assisting with FI excess traffic. The Committee was informed that this will be dictated by numbers.

Request was made to have the Beaumont Hamel sent out, to transport commercial trucks. Committee was asked to watch the situation closely, with regard to the increase in traffic.

Other issues addressed included: not having the Veteran and the swing vessel coming into port at the same time, that a ramp can't be used when there are two lanes of big trucks, employees getting on the boat without a ticket and that the swing vessel should be required to maximize the deck space used.

Air Ambulance Service

It is very obvious that an air ambulance service is necessary for FI/CI. We are all aware of the aging population and the more frequent disruption of our ferry service. Arrangements with an air ambulance should be made to avoid future disruption of our ferry schedule.

This issue should be addressed with the Department of Health, Minister Crocker and MHA Bragg agreed to meet with Minister Haggie to discuss.

The group discussed the many disruptions in the ferry service that causes missed flights and appointments. In addition the ambulance is always late; more effort should be put in place for "non-emergencies" to be on time. It was noted that the swing vessel should make all emergency crossings.

Mr. Nippard gave an overrun on the activities that have and continue to take place to get an air ambulance in Central.

Continuing Problems with the Veteran and the Legionnaire

As we are all aware of the many issues with the new ferries, it was suggested that the problems are mostly related to lack of technical support. Practically all issues require technicians from St. John's or further afield. It is the Committees recommendation to place qualified individuals on the vessels to troubleshoot and correct the problem. This will identify if the equipment or design is at fault or at least eliminate the reason of inexperienced engineers.

There is currently no budgetary provisions to hire extra staff.

MHA Bragg notified the Committee that the issue has been forwarded to Public Accounts, to investigate every aspect from design to current problems.

Committee requested to be informed of all issues, problems and causes of breakdowns.

Traveling Public Having To Exit Vehicles During Crossings

There was a suggestion made previously to have a designated room for passengers with medical issues. As this may not be the most practical solution as there are numerous medical conditions and most require some form of isolation. Another issue is the cost of having all vessels equipped with such space. Maybe the most practical solution is to have individuals with medical issues provide a certified doctors note. The same person accompanied by one other individual can remain in the vehicle providing the document is signed relieving Government of all responsibility.

Members were notified that an independent assessment is being done regarding this and should be completed by the end of April.

It was noted that the reason that passengers are not permitted to stay in their vehicle is due to safety reasons. All the crew members are assigned duties and areas that they are responsible for during an emergency and the PFD's and life rafts are on the main passenger deck. In addition the elevators and doors do not operate during an emergency; having passengers in their vehicles

leaves them and crew members at risk in an emergency. Another option for passengers is to use an ambulance, if they are too ill to go upstairs.

Lewisporte Office

Management in this office, has the lack of authority, as in previous meetings we have identified many concerns and suggestions and very few were addressed. If the personnel don't have the authority and/or have reason not to implement our suggestions and recommendations then it was asked that the Committee be advised of the reason. Presently no replies have been received with regard to requests and the following are examples:

a) Suggestion to reduce CI deck space from 25% to 15%. Our reason behind this is the population of Fogo Island is 2300 and Change Islands is approximately 150 or lower. To justify this change the stats could easily verify our recommendation. There has been no change and no reason provided as to why not.

b) Loading at Farewell. The rule states that CI traffic is to commence loading first and then FI traffic is to start loading. There is not supposed to be a disruption of this procedure by late arrival for CI. This isn't being enforced and the officers of the vessel are responsible. Problem being there is no follow up action by Lewisporte office.

c) Should item b not be more effective, then a change must occur. The suggested change is to introduce a first come basis. Tickets are sold by number both CI and FI would then be treated equally. When the suspected appropriate number of tickets is sold to fill the vessel then no more are sold until it is determined by crew members loading the vessel.

Committee members said that this option should be implemented and that staff, in the booth and on the wharf has to enforce this too make it work.

d) Schedule meetings between Lewisporte office and our Transportation Committee must occur. This will provide us the opportunity to identify concerns of the traveling public and suggest recommendations for improvement. In addition officials from Lewisporte office should travel to and from the Islands more frequently.

The Committee was told that they need to make contact with Lewisporte to arrange meetings.

Meeting adjourned at 9:05 PM.

6.2 Tourism

A meeting of the Tourism Committee was held in the Council Chambers at 4:30pm, on March 13th 2018. The meeting was chaired by Councillor Burns and others in attendance were Councillor Hamlyn, Councillor Hart, Director Nick Wells, and Amanda McGrath, Acting CAO. Mr. Andrew Shea was present as a community delegate, for the first 20 minutes of the meeting.

The following items were addressed:

Fogo Heritage Committee/Communities in bloom

Mr. Andrew Shea met with the tourism committee citing issues within the Community of Fogo, those issues were also addressed in a letter received from the Fogo Heritage Committee (letter drafted and signed by Chrissie Oake and William Miller). Issues including but were not limited to: missing story board signs for various locations around the community of Fogo and local Lion's Den trail systems, the location of The Town of Fogo Island signage, and concerns with the trail enhancement program.

Additionally, community in bloom was discussed, as Mr. Shea wishes to pursue the international competition with support from council for the community (meaning one region, not all regions) of Fogo. Details of the commitment are unknown at this point.

Committee recommends that councillors with any knowledge regarding the aforementioned signage be sent to the Director of Tourism, Heritage, and Culture, Nick Wells. Additionally, placement of the panel quilts, previously displayed on the ferry, was discussed.

The Bleak House Museum Association

Their application for a Beautification Grant was discussed. Information regarding financial statements was incomplete, and financial records have been requested to complete application.

Tourism season

The proposed tourism season is to start May long weekend and end at minimum, Labour Day. It may be prudent to extend the tourism season until thanksgiving. Jobs have been posted for the Trail Project. Hiring should be completed by the end of April.

Council discussed the idea of extending the tourism season until after thanksgiving and how the museums would be staffed. Volunteer workers for the museum sites could be an option. Presently there isn't any policy in place for volunteer workers. Insurance coverage for non-paid staff could also be an issue in the event an accident occurs in the workplace.

Staff will check to see if extending the season is within the budget. Other issues included visitor numbers at the sites, if there is heat in the buildings and whether or not our insurance policy has coverage for non-paid staff.

Regional Supervisor change proposal

Discussion on current hiring practices: For this season, it was proposed that the Town continue hiring as normal for our supervisor positions, while leaving room open for discussion on changing practices from previously accepted "permanent seasonal employees" to become posted yearly. This would leave room to allow people to adjust to a new, more competitive system that incentivises people to grow with our tourism industry, thus allowing for more residents of the Town of Fogo Island work and compete for interesting and meaningful tourism jobs.

Old Trap Skiff – Bleak House Property

The condition of the old trap skiff was discussed. This boat is in poor condition and needs to be removed from site due to safety issues. Mr. Hayward King donated this boat to the Bleak House Museum Committee and originally the Best family owned the boat.

2018-075

T. Hart/Jacobs

Resolved that Nick Wells, Director of Tourism, Culture and Heritage contact Mr. King to see if he would like to have the boat, if he accepts the offer, he will be responsible to remove the boat from site within 30 days of notification. Further resolved if Mr. King declines the offer, the Best family should be contacted (Don Best or son's Glenn or Jerry) before the boat is destroyed. If neither of the former owners accepts the boat, Public Works Department will remove it from site and take to the Transfer Station.

Resolution Carried. In favour 9. Against 0.

6.3 Recreation and Special Events Committee

A meeting of the Recreation and Special Events Committee was held on Tuesday March 13th at the Stadium at 10:40AM. The following were present; Councillor Tracey Hart, Councillor Scottie Hart and Collette Wells – Coish, Recreation Director

The Following items were discussed:

Arising from previous meeting:

Skate Sharpener: Other information required-

Council discussed information provided by staff; the skate sharpener was purchased new by the owner and is in excellent shape and is portable and can be set up on a table for use. It requires very little space and training to use is very little. This would bring additional revenue and requires very little maintenance.

Council requested that the Manager check with the seller to see if the shop vac used for collecting shavings is included with the sharpener.

2018-076

T. Hart/S. Hart

Resolved that council approve the purchase of the Skate Sharpener at a price of \$4200.00.

Resolution Carried. In favour 9. Against 0.

Repairs and Maintenance:

The new project to do stadium upgrades is progressing. There has been correspondence with Wilf Maloney, Department of Municipal Affairs and Environment and we hope to hear more soon.

The Recreation Committee recommended that the Director become more involved in the Stadium Upgrades Project. This season is coming to a close and we want this work to proceed as soon as possible. There are items that have to be ordered i.e. the condenser. The water system is a priority and this needs to be done as soon as possible.

New Initiatives for Fogo Island

a) Gym Equipment

Gym equipment available for donation to the Town, and one possible place to set it up is the Recreation Centre in Fogo. This building has been identified as a suitable site. It has potential to be used on a regular basis with some basic repairs and maintenance to provide a gym, and offer other social opportunities to all age groups. The Recreation Committee recommends council consider this idea. There can be various services at scheduled times. The Rec Centre is currently in need of minor repairs and should be used more than what it is in order to be viable. This will increase usage, and add physical and social opportunities for everyone. This can be coordinated with community groups, organizations and youth to provide services to all. This needs to be addressed and a decision made to continue or look for another location for the gym equipment.

The Rec Centre is currently used by the Fire Department several times a year for events during winter carnival and the Brimstone Head Folk Festival. This building is heated with electric heat in one part of the building and an oil furnace for the rest of the building. The oil furnace is in poor condition and really needs to be replaced. A central location would be the best option, this could be something that can be included in the new swimming pool initiative and used to bring in extra revenue.

Council requested that the Manager obtain more details on the operating cost and the need for showers and changing rooms. Also contact Shorefast and see if we can accept the equipment and keep it stored at one of their buildings and confirm if the equipment needs to be stored in a heated building.

b) Swimming Pool Initiative

There was a meeting held on Tuesday March 6th at the Common Room in the stadium and Mayor Peter Fenwick from Cape St. George presented a detailed report on their pool project. Mayor Collins along with other Councilors and residents were present to listen and ask questions. The Recreation committee and the Director support this idea; however feel that we need to get

additional support from the residents and that Council should review all avenues before any decisions are made. It is also suggested to approach the public and see what interest there is in forming a pool committee or club to become part of the process.

Presentation was made by Dafna Mildenberger earlier in the meeting. A list of over 1675 names was presented along with letters of support from Beavers, Seniors Complex and the School in support of this new swimming pool.

2018-077

Burns/T. Hart

Resolved, that a Special Committee of Council be formed, a Pool Committee that will be responsible for setting up, organizing and planning this new project. Further resolved, that the committee consist of nine (9) members: three (3) members of the Recreation Committee, the Director of Recreation and Leisure Services and five (5) members from the public to represent the residents of Fogo Island.

Resolution Carried. In favour 9. Against 0.

c) Physical Activity – New Ideas

There was discussion on new ideas to bring to the centre of the island for the youth in summer time. Soft ball is a popular sport but with small numbers and several different communities struggling to form leagues it has become an issue. It was suggested that the Town consider this idea for the centre of the island. The Director supports the idea, but outlined the need for volunteers and staff to take on other programs. The location would have to be further discussed before any decisions made.

Summer Jobs

There has been application made for students under Canada Summer Jobs, Community Healthy Living Fund Application and under the New Green Initiatives Programs. Without funding for programs the cost will be higher and the number of staff will be fewer.

Planned Events

*Volunteer week is April 15th- 21st the Director is planning an event.

*Also the annual Yard sale /flea market will happen at a date to be announced. Residents can either book a space and get a table of their own or clean up and drop off items to see to the stadium.

*After school ball hockey, the director would like more involvement from coaches, parents and players. This is a very enjoyable sport that enrolls 40-50 kids.

*Canada Day activities July 1st will be planned

*Seniors Garden Party

*September Adult Dance – date and band to be announced. The Director will be discussing this further with the stadium committee but plans for mid – late September. Also last year with Canada 150 the fireworks show was a great event. It was well enjoyed by the residents this is something we should consider as a Town to make an annual event.

Revenue

February 2017.....total \$16,143.03 February 2018.....total \$18,442.22

Other:

The Director indicated the ice season will be ending on the Easter Weekend which is a little earlier than last season. We have had a relatively good year. The Iceberg Cup in February was a great weekend. Four teams participated and everyone enjoyed the hockey.

The Director identified the need for a summer maintenance person with the Recreation Department. There are many items identified and the playgrounds will be open soon as well. It

was discussed in the past the idea of a summer maintenance person for the Recreation and Tourism Departments combined. This needs to be considered before the summer season begins.

2018-078

Burns/T. Hart

Resolved to rehire Jerome Dwyer as seasonal maintenance worker and he will be responsible for maintenance with both the Tourism and Recreation Departments.

Resolution Carried. In favour 9. Against 0.

The annual Recreation Conference is being held in Gander from May 10th-12th. The Director would like permission to attend this conference.

2018-079

T. Hart/S. Hart

Resolved that the Director be given permission to attend the Recreation Conference in Gander from May 10-12.

Resolution Carried. In favour 9. Against 0.

There will be no further business; the meeting was adjourned at 12:00PM.

6.4 Fire Services and Public Safety

A meeting of the Fire Services and Public Safety Committee was held in the Council Chambers at 6:15 PM on March 20th, 2018. The meeting was chaired by Deputy Mayor Paul Torrville and others in attendance were Councillor Sam Rowe, Councillor William Hart and Amanda McGrath, CAO (Acting)

The following items were discussed:

i. Emergency Plan

Committee members spoke about the updates that needed to be completed; a follow up will be done with staff. In addition Harbourview Manor, Riverhead Manor, the hospital and the school will be contacted for a copy of their plan.

Updates need to be done to include a plan for ammonia leaks for the stadium and fish plants (JBA, Fogo and Seldom).

ii. Fire Services Plan

The plan has been copied for the Fire Stations. Committee members all were in agreement that the plan for Fire Services needs to proceed and a discussion is needed for the future of the Fire Stations.

iii. Fire Chief

Committee recommends proceeding with the hiring of a Fire Chief, as it is a budgeted item. They discussed the importance of hiring a paid Fire Chief and liability to the Town and staff.

2018-080

Torrville/T. Hart

Resolved that Council proceed the hiring of a new Fire Chief.

Resolution Carried. In favour 7. Against 2 (Mayor Collins and Councilor Jacobs were against the resolution)

Meeting adjourned at 7:05 PM

6.5 Public Works

A meeting of the Public Works Committee was held in the Council Chambers on March 20, 2018 at 4:30 PM. The following were present, Councilor Sam Rowe, Chair, Councilor Scotty Hart, Amanda McGrath, CAO (Acting) and Darryl Hart, Maintenance Worker

The following items were addressed:

i. Business Arising

a) Collin's Road

Harty Engineering Ltd. was contacted to do an engineering assessment.

b) Location of the PDWU

Crown land has been applied for near the Hospital and the application near Shoal Bay Brook is in the process of being completed.

c) Gord Payne's Water

Staff has been taking samples and they have been good, including the other samples in nearby residences. Conversation also took place on a new water line to Mr. Payne's.

d) Fogo Water Supply

Discussion took place on Freeman's Pond intake, water tower and the possibility of a buster pump near the old hospital site.

e) Shelving for Cube van

This has been completed.

f) Sandy Cove water supply

It was recommended to wait until the spring to determine if the line is blocked.

g) Overtime

Staff has been placed on a schedule to reduce overtime

h) Log Books

Vehicle log books have been placed in the vehicles and will be regularly reviewed.

ii. New Business

a) Tilting

- Staff will be installing a vent when the weather cooperates, as electrical components are being exposed to chlorine vapors.

- Recent problems with manhole covers being dislodged by plow trucks; there is nothing that can be done during the winter season.

b) JBS

- Town Hall - two areas of ceiling need repairs, along with the flooring in the kitchen. The door needs repairs or replaced as door box is broken in lock area as well. Council approved work for roof repairs for kitchen area, and the installation of a new main door. This work can be done by our Public Works Staff.

- Water Tower

Damage has occurred to the water tower with a vehicle, the RCMP was contacted and an insurance claim has been filed.

c) Fogo

Continuing issues with water supply

Staff will have the intake pipe checked and complete further investigation and further determine if there is rocky bottom in the pond where intake valve could possibly be placed; may have to get divers out, if staff cannot find a solution to the problem.

Maintenance workers have checked the pond for areas of rocky bottom and they found an area. It will require more investigation to see how big the area is and how deep before we can take steps to move the intake.

Committee also discussed possible water leaks in the system with the high water usage; will to have to attempt to find where we have leaks in community. We may require the service of an engineer. The possibility of erecting a dam and building a reservoir was discussed.

d) Seldom

- Follow up with Terra Nova Water Services Inc. on the installation of the PDWU was done.

- Water and Sewer project for Greens Lane should be reviewed, when approvals have been completed by Municipal Affairs.

- Pump House - Previous problem with fluctuations in 15hp pumps has been corrected.

e) Stag Harbour

- As discussed prior, Collins Road will be assessed by an engineer. The possibility of raising the road instead of drilling and blasting may be an option. It was noted that the assessment cannot be completed until this spring.

f) Deep Bay/ Island Harbour

- Purchase of playground equipment- issue will be forwarded to the recreation committee for discussion.

g) Equipment repairs

The acting CAO has spoken with the Technician regarding regular equipment repairs and checking permits.

h) HR

The Acting CAO will deal with employee issues.

i) Seasonal Tourism/Recreation Maintenance Personnel

Refer to the Tourism and Recreation Committee

j) Repairs to trucks

The problem with the large truck is corrected. The small truck is waiting on the arrival of transmission/motor mounts. Both should be ready in a day or so. The sander on the small truck isn't working properly and will be looked at. All other issues will be looked at this spring.

k) Letter from John Hancock

Mr. Hancock's letter outlining damage done to his snow blower as a result of Town equipment entering his driveway and disturbing the rocks was discussed.

Mr. Hancock will be asked to get a quote for repairs and a quote for replacement, equal size to his snow blower.

Council decided to defer the letter back to the committee until they receive the price quote from John Hancock.

l) Case Backhoe Warranty

The Committee suggested that contact be made with Madsen Equipment to see if the 24 month warranty would be transferrable if the backhoe were to be sold. Winston Crane, Madsen Equipment has since confirmed that the extended warranty on the Case Backhoe is transferable to a new buyer if the backhoe were to be sold within this time frame. Cost of the 24 month warranty is \$2400.00 and covers powertrain and hydraulics.

2018-081

Rowe/Torraville

Resolved that Council proceed with purchasing the 24 month warranty on the Case Backhoe. Resolution Carried. In favour 9. Against 0

m) Training Circular – Municipal Safety Council NL

Some of the training that will be offered are:

- Fit Testing
- SCBA Training
- Powerline Hazard
- Traffic Control
- Trenching & Excavation
- WHMIS

The information will be forwarded to the Fire Department members.

Staff should have transporting dangerous goods; contact will be made with the Co-op's safety officer for upcoming training sessions.

Acting CAO has been in contact with the Safety Officer with the Co-op and she will be making arrangements soon.

Meeting adjourned at 6:12 PM

n) Meaney's Road, Joe Batt's Arm – Driveway Issues

The water issue that has occurred in Mr. Lynch's driveway since the new pavement was put on the road, this has been an ongoing issue ever since. Road material has been put there several times but it isn't solving the issue. The road isn't level and it is tipped in towards his driveway, thus when we have a lot of rain or snow melting, the water always floods in over his driveway.

Council requested that Public Works staff look at this again and consider building up the driveway with some heavier stone, making it a little higher than the road to stop the water from flooding and then cover it with a more finer rock material.

- ❖ Deputy Mayor Torrville and Councilor Scottie Hart were excused from the meeting at 9:30 PM due to a chimney fire in Fogo.

2018-082

Collins/Hamlyn

Resolved that Councilor Rowe replace Mayor Collins as Chair due to a conflict of interest. Resolution Carried. In favour 7. Against 0

- ❖ Mayor Collins declared himself in conflict and left the meeting at 9:40 PM

o) JBA Pumphouse – Electrical Work

An email was received earlier this evening from Bradley Collins, Blue Jay Electrical, with regard to the repairs to the electrical panel at the JBA Pumphouse. Due to a critical error made by his supplier, the drivers were not the proper units that were required for the system. The Contractor

asked his supplier for a CPC unit (Centrifugal Pump Controller), and he received a VFD (Variable Frequency Drive). He requested that either his quote be cancelled or a price adjustment on his existing price quote be accepted due to the great increase in the pump drives that will have to be ordered from Electric Pump & Motor in St. Johns. The Contractor was sorry for the confusion and apologized for the delay in the work that needed to be done at the pump house. A copy of the new price of the unit was received by email during the council meeting.

2018-083

Hamlyn/Burns

Resolved that the price quote from Blue Jay Electrical be cancelled and the new price not be accepted, as it would be an unfair advantage to the other two bidders. Further resolved that an analysis be done on the two remaining quotes, from LGR Electrical and H & B Construction, and award the contract to the lowest bidder.

Resolution Carried. In favour 4. Against 2. (Councilor Jacobs and Councilor Tracy Hart were against the resolution)

❖ Mayor Collins returned to the meeting at 9:55 PM

5.6 Policy and Human Resources

No report presented.

6.7 Finance

A meeting of the Finance Committee was held in the Council Chambers at 4:00 PM. The meeting was chaired by Councillor Sheldon Hamlyn and others in attendance were Councillor Barbara Jacobs Councillor Curtis Burns and Amanda McGrath, CAO (Acting)

i. Letter from Diane Strickland

Ms. Strickland's letter regarding her business tax was discussed and committee members were all in agreement to uphold all previous decisions with regard to business taxes.

ii. Price Quote

A price quote will be issued for the purchase of propane.

iii. Business Arising from Previous Meeting

a) Tax rates

With regard to the change in business tax rates, the rational was to bring up the rates to pre amalgamation rates and tax information gathered from other Towns, to bring it up to par.

b) Pool Initiative

Members also spoke about service fees, levy or an increase in taxes, for example if the pool initiative were to go ahead. Another option would be for the YMCA to take on this venture.

Committee members said that they are not prepared to go ahead with the pool initiative until further information and research is done, i.e. operating cost.

c) Bank Loan – New Dump Truck

The committee recommends that money be transferred from the business account to the general account to cover the payment of the new dump truck, until the bank loan is finalized.

Update – The letter of Approval has been received from Department of Municipal Affairs and sent to Scotiabank. There are still several small items that need to be worked out at the bank and the loan will be finalized for payment.

iv. Financial Reports

A review was completed of the financial reports.

a) Tax Arrears

Committee members reviewed the tax arrears of the Town; a more aggressive approach will be taken, water cut offs, tax sale, collection company, etc. For water cut offs staff will start marking curb stops in June.

Option of hiring someone seasonally for tax collections was discussed.

With regard to the previous list for tax sales, legal titles have not been finalized by the lawyer.

b) Economic Development Corporation

The committee recommends that the Town pull out of the Economic Development Corporation.

This issued was discussed by Council. There is an Economic Development meeting scheduled for Thursday, April 5 at the council chambers, it was agreed that a decision will be made after the Economic Development meeting.

c) Town Vehicles

Members spoke about TELUS mobility; they are now offering a service to track vehicles (Following vehicle, Find nearest vehicle), driver monitoring (speeding, after-hours usage, scoring reports) and vehicle maintenance (productivity, maintenance).

Staff was asked to check out fees for this service.

d) Reports

A review was completed of the financial reports.

2018-084

Hamlyn/Curtis

Resolved to accept the financial report for February 2018.

Resolution Carried. In favour 7. Against 0.

Meeting adjourned at 5:15 PM.

7. Administration

7.1 Tenders

i. Old Pumper Truck, Deep Bay

❖ Councilor Rowe declared himself in conflict and left the meeting at 10:03 PM

One tender was received from Clifford Rowe in the amount of \$10

2018-085

Hamlyn/W. Hart

Resolved that Clifford Rowe be awarded the tender for the Old Pumper Truck in Deep Bay for \$10. Be it further resolved that the truck must be removed from site within 30 days of notification.

Resolution Carried. In favour 6. Against 0.

❖ Councilor Rowe returned to the meeting.

ii. Old Cube Van - Tilting

No tenders were received.

Council requested that the Cube Van be taken up to the Transfer Station by our Public Works staff.

8. Correspondence

8.1 Fogo Island Co-op – Economic Development Partnership

Letter was addressed by Council.

8.2 ATIPPA – Appointment of Head

Letter was addressed by Council. The head of the municipality for the purpose of ATIPPA is the designated decision maker for the municipality. Currently the Town Clerk is the Co-ordinator and the CAO position is still vacant.

2018-086

Burns/Hamlyn

Resolved that the CAO will be required to act a head of the municipality for the purpose of ATIPPA. Resolution Carried. In favour 7. Against 0.

8.3 Diane Strickland

Letter was addressed by Council. A tender letter for these services will be prepared by Staff.

8.4 MNL Symposium – Gander, NL – May 3rd – 5th.

Any councilors interested in attending the MNL Symposium are asked to contact the office. Staff is asked to book rooms at the hotel and remind councilors by mid-April so they can be registered.

9. New Business

No new business to discuss.

10. Date of Next Regular Meeting:

Special Meeting – March 31st at 1:00 PM / Privileged meeting at 12:30 PM

Regular Meeting - April 24, 2018 at 7:00 PM

11. Adjournment:

2018-087

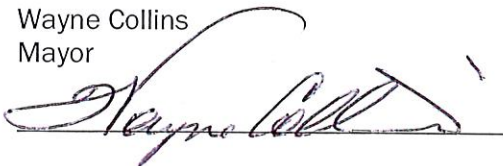
Hamlyn

Resolved the meeting be adjourned at 10:25 PM.

Amanda McGrath
CAO (Acting)



Wayne Collins
Mayor



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

Councillors Present:

Mayor Wayne Collins

Councillor Curtis Burns (1:01 PM)

Councillor Scottie Hart

Councillor William Hart

Councillor Samuel Rowe

Deputy Mayor Paul Torrville

Councillor Sheldon Hamlyn

Councillor Tracey Hart

Councillor Barbara Jacobs (Via Telephone)

Staff:

Amanda McGrath, CAO (Acting)

Also Present:

Cordell Waterman

1. Call to Order:

Mayor Collins welcomed everyone and called the meeting to order at 12:41 PM. Mayor Collins noted that Councillor Barbara Jacobs was present via telephone as per Council's Remote Meeting Attendance Policy. The agenda was accepted as presented with the following addition: 3. Application for New Fire Truck.

2. Manager of External Operations Position:

2018-088

Hamlyn/S. Hart

Resolved that Mayor Collins step down as chair of the meeting to introduce a resolution.

Resolution Carried. In favour 8. Against 0.

2018-089

Collins/Jacobs

Resolved that the Town of Fogo Island declare the position of Manager of External Operations redundant effective March 31, 2018, pursuant to s. 68 of the Municipalities Act, 1999.

Resolution Carried. In favour 7. Against 1. (Councillor W. Hart was against the Resolution).

2018-090

S. Hart/Hamlyn

Resolved that Mayor Collins resume the position as chair of the meeting.

Resolution Carried. In favour 8. Against 0.

Councillors discussed compensation as per legal advice.

3. Application for New Fire Truck:

As discussed at the last Fire Services meeting, the Seldom-Little Seldom Fire Station is in need of a new fire truck.

❖ Councillor Burns joined the meeting at 1:01 PM.

The current truck at this fire station is approximately 30 years old and only holds 500 gallons of water, which is not quite sufficient for fighting fires. It was noted that the pumper trucks in Fogo and JBS Stations holds 100 gallons of water. Councillors spoke about prior fundraising efforts, cost of new vehicle, etc.

2018-091

Torrville/S. Hart

Resolved that the Town of Fogo Island apply for a new 4 door pumper truck under the Fire and Emergency Services – Newfoundland and Labrador Fire Protection Vehicle Program

Resolution Carried. In favour 9. Against 0.

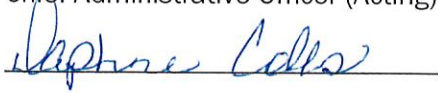
4. Adjournment:

2018-092

Torraville

Resolved the meeting be adjourned at 1:26 PM.

Amanda McGrath
Chief Administrative Officer (Acting)



Wayne Collins
Mayor



- Banked Overtime (BOT) – Employees are only permitted to have a maximum of 40 hours BOT at a time. Employees are encouraged to take time off in lieu (TIL) for their BOT within 30 days, with the approval of management, or be paid for their BOT within 30 days.
 - 16. f) - Remove section as it is no longer applicable as employees use their personal cell phones for work purposes.
- Resolution Carried. In favour 8. Against 0.

iii. Staff Evaluation Policy

2018-108

Jacobs/Hamlyn

Resolved that the Policy and Human Resource Committee develop a policy for Staff Evaluations. Further resolved that evaluations should be done on the employee's anniversary hire date and completed by Management and the Committee.

Resolution Carried. In favour 8. Against 0.

Committee members were given a list of policies for consideration and agreed to make recommendations at the next meeting. The current adopted policies will be reviewed at a later date.

Meeting adjourned at 5:35 P.M.

5.7 Finance

A meeting of the Finance Committee was held in the Council Chambers at 4:30 PM. The meeting was chaired by Councillor Sheldon Hamlyn and others in attendance were Councillor Barbara Jacobs, Councillor Curtis Burns and Amanda McGrath, CAO (Acting)

The following items were discussed:

1. Minutes of Previous Meeting

Minutes of previous meeting was accepted.

2. Business Arising

i. Telus Fleet Tracker

The tracker solution will provide the following information:

- Vehicle tracking: Following vehicle, Find nearest vehicle
- Driver monitoring: Speeding, After-hours usage, Scoring reports
- Vehicle maintenance: Productivity, Maintenance, Hours of Service, Violation Reports, Electronic Logging, Inspection Reports

Cost is \$30 per vehicle, per month with easy plug and play installation of the device on a 3 year contract. In addition the month to month service requires a \$299 upfront for the devices.

Committee members spoke about benefits of having the tracker solution for town vehicles and noted that this would be a budget item to keep in mind for next fall.

Committee recommended forwarding to Council for discussion and review by the new CAO to review as it supports managerial planning.

3. New Business / Correspondence

3.1 Financial Reports

i. 2017 Income Statement

A review was completed of the unaudited statement; until the audit has been completed the total surplus amount is not fully identifiable. Discussion about placing surplus amounts into a reserve for Capital projects and Purchases, during budget preparation.

ii. January – March 2018 Income Statement

Committee members discussed the quarterly income statement. Request that the final revenues and expenses of the Montreal Canadiens Alumni game be submitted for review.

The committee recommends that the Town pull out of the Economic Development Corporation.

Council discussed the Economic Development Corporation and its status to date, currently no one is employed so there isn't any financial burden to the Town.. There was a meeting scheduled for early April and is postponed until May 2nd. Council would like to attend this meeting to get more information from the other representatives to determine how we can pursue new ventures and create new jobs and businesses for Fogo Island before a decision is made to pull out.

2018-109

Hamlyn/Burns

Resolved that the Town of Fogo Island will remain with the Economic Development Corporation until after the meeting scheduled for May 2nd, after which time a decision will be made and there won't be any further financial commitments entered into until then.

Resolution Carried. In favour 8. Against 0.

iii. Quick Statistics March 31, 2018

The committee completed a review of statistics of the accounts receivable.

Members noted the percentage of tax arrears collections to date; property taxes 98.3%, water and sewer taxes 98.71%, business taxes 99.52%, personal taxes 94.1%. and miscellaneous charges is 98.77%.

iv. 2017 Gas Tax Audit

2018-110

Hamlyn/Burns

Resolved to approve the 2017 Gas Tax Audit.

Resolution Carried. In favour 8. Against 0.

3.2 Tax Sale

2018-111

Hamlyn/Burns

Resolved that the Town of Fogo Island issue a notice of arrears as per Section 137 of the Municipalities Act, 1999, under which the properties listed below are liable to be sold under this Act for the arrears:

- 75 Main Street, Seldom
- 4 Stag Harbour Hill Rd., Stag Harbour
- 23 Stag Harbour Rd North, Stag Harbour
- 5 Wild Cove Road, Seldom
- 1 Freake's Lane, Fogo
- 2 Post Office Lane, Tilting
- 125 Main Street – Tilting
- 30 Stag Harbour Road North, Stag Harbour
- 90 Stag Harbour Road South, Stag Harbour
- 2 Collins' Road, Stag Harbour
- 14 Harbour View Drive, Island Harbour
- 114a Main Street, Fogo

Resolution Carried. In favour 8. Against 0.

3.3 Poll tax Exemptions

2018-112

Hamlyn/Burns

Resolved that the following accounts are exempt from Poll Tax as per Section 127 (1)(c) of the Municipalities Act, 1999:

- BROWA004 \$374.38 - 2015 Poll Tax plus interest
- JESSC001 \$687.50 2017 & 2016 Poll Tax

Resolution Carried. In favour 8. Against 0.

3.4 Letter from Gary Dawe

Mr. Dawe's letter regarding the business tax increase for his store was discussed.

Committee members are not in agreement with changing the tax rates for 2018 however will take it into consideration for the 2019 tax year.

2018-113

Hamlyn/Burns

Resolved that Council will not be changing the business tax rates for 2018, however this will be taken into consideration in the new budget for the 2019 tax year.

Resolution Carried. In favour 8. Against 0.

- ❖ Mayor Collins declared himself in conflict and left the meeting at 10:00 PM. Deputy Mayor Paul Torraville took over the position as Chair.

3.5 Letter from Property owners of 37 Stag Harbour Road North

The letter requesting a forgive tax arrears as they were not aware that the tax bill existed for this property. The owners had purchased the property which consisted of a portion on the water side of the road and the inside of the road. They had paid poll tax for the property under the former Regional Council. When property taxes were introduced in 2012 they received a property tax bill and had assumed it was for the entire property that they had purchased, in which they have no tax arrears.

Since 2012 the property was assessed in the original owners name and all tax collection methods were unsuccessful and recently the Town was notified of the legal owners, thus resulting in the request being discussed.

2018-114

Hamlyn/Burns

Resolved that since the ownership of the property located at 37 Stag Harbour Road North has now been clarified, the committee recommends that a remission on interest be given, as per Section 111 of the Municipalities Act, 1999.

Resolution Carried. In favour 7. Against 0.

- ❖ Mayor Collins returned to the meeting at 10:05 PM

3.6 Approval of Invoices

2018-115

Hamlyn/Burns

Resolved that invoice number 256625-1 from Fogo Island Home Hardware in the amount of \$16,346.46 be paid – Trail Project materials.

Resolution Carried. In favour 8. Against 0.

3.7 Andrew Shea – Communities in Bloom

Mr. Shea forwarded an invoice from Communities in Bloom. The committee recommended that he will be asked to apply for funding under the Community Grant Program.

Additionally, Communities in Bloom will be contacted to notify them that the Town did not sign up for this event.

Meeting adjourned at 6:00 PM.

6. Administration

7. Correspondence

7.1 Government of NI – Government of Canada's Enabling Accessibility Fund Call for Concepts.

Letter was addressed by Council. Letter is to be referred to Director of Tourism and Cultural Heritage.

7.2 Simm's Place – Business Tax

Letter was addressed by Council. Business is a seasonal business and only open for 6 months of the year, May to October 31st.

2018-116

Hamlyn/Burns

Resolved that the request for a seasonal tax rate be denied.

Resolution Carried. In favour 8. Against 0.

7.3 S.P.C.A. – Feral Cats

Letter was addressed by Council. As per a policy amendment made by the Gander and Area SPCA Board they can no longer accept feral cats. This new policy stated any cat trapped must be held for 5 days before it can be euthanized.

Council recommended that staff contact the Vet for the price of euthanizing a feral cat.

❖ Councilor Burns left the meeting at 10:15PM – Prior Commitment

7.4 Stag Harbour Recreation

Letter was addressed by Council. Committee is expressing concerns with old buildings, car wrecks and the condition of the property where a house burned last November.

Requested to have the Public Works Staff check the area where the house burned and determine if there is anything that can be done when we do Spring Cleanup in Stag Harbour.

7.5 Shorefast Foundation – Land - Joe Batt's Arm Community Hall/Fire Hall

Letter and attached correspondence regarding the purchase of the former United Church in Seldom was addressed by Council.

7.6 Municipal Affairs – Iceberg Arena Upgrades Project

Letter was addressed by Council.

7.7 Municipal Affairs – Green's Lane Water & Sewer Project (2 Letters)

Letter was addressed by Council.

7.8 Museum of the Flat Earth – Business Tax

Letter was addressed by Council. Letter is referred back to the Policy and Human Resource Committee, as they will be reviewing the Tax Policy to determine how this policy affects the different not-for-profit organizations on the Island.

8. New Business

8.1 Green Ribbons In the Park Project

This year marks the 100th year anniversary of the Canadian Mental Health Association. Mental Health week this year is May 7 – 13. They are requesting that municipalities proclaim this date as mental health week in their towns. Representative from Central Health will contact the Mayor and set up a location, date and time for the signing of the proclamation.

2018-117

S. Hart/T. Hart

Resolved that the Town of Fogo Island join in as one of the 100 communities across Newfoundland to proclaim May 7 – 13 as Mental Health Week 2018 on Fogo Island.
Resolution Carried. In favour 8. Against 0.

9. Date of Next Regular Meeting:

Regular Meeting – May 29th, 2018 at 7:00 PM

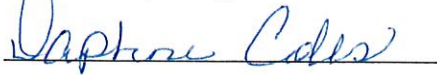
11. Adjournment:

2018-118

Torraville

Resolved the meeting be adjourned at 10:40 PM.

Daphne Coles
Town Clerk (Acting)



Wayne Collins
Mayor



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

Councillors Present:

Mayor Wayne Collins
Councillor Curtis Burns
Councillor Scottie Hart
Councillor William Hart

Deputy Mayor Paul Torraville
Councillor Sheldon Hamlyn
Councillor Tracey Hart
Councillor Barbara Jacobs

Staff:

Daphne Coles, Acting Town Clerk

Absent:

Councillor Samuel Rowe – Prior Commitment

1. Call to Order:

Mayor Collins welcomed everyone and called the meeting to order at 7:00 PM.

-Mr Calvin Hart requested to come into the meeting and speak on his behalf regarding charges for water and sewer services at his vacant property located at 84A North Shore Road in Fogo. Mayor Collins asked councillors if he could come in and speak and all councillors were in agreement.

-When the water and sewer was installed back in 2000 he gave for former Town of Fogo permission to go through his land to allow for water and sewer services to his neighbours.

-He presented Council with a copy of his survey and explained how a portion of his land has been sold and taken out of his survey.

-Mayor thanked him for coming in with this information and told him that we will have our Public Works Staff check the property.

2. Agenda:

2018-093

Burns/Hamlyn

Resolved that the agenda be adopted as presented with the following addition:

8.1 Green Ribbons in the Park Project

Resolution Carried. In favour 8. Against 0.

3. Minutes:

2018-094

S. Hart/Burns

Resolved that the minutes of March 16, 2018, March 27, 2018 and March 31, 2018 be adopted as presented.

Resolution Carried. In favour 8. Against 0.

4. Business Arising:

- No business to be discussed.

5. Committee Reports

5.1 Transportation Committee

A meeting of the Transportation Committee was held in the Council Chambers at 7:50 PM, on April 23, 2018. The following were in attendance: Committee Chairperson, Deputy Mayor Paul Torraville, Councillor William Hart, Councillor Samuel Rowe, and Daphne Coles, Town Clerk (Acting).

The Following items were discussed:

Email from Jodi Fancey – Marine Infrastructure Plan Update

Committee reviewed email. Year 1 of the Marine Infrastructure Plan has been completed with significant work being done in Farewell including:

- Installation of new directional signage including electronic stop-and-go signs and electronic information board
- Line painting at terminal area
- Installation of security cameras has been progressing and project tendered for all three wharf areas
- Terminal building expansion including new waiting area and larger washroom facilities
- Upgrades to fresh water supply system
- Installation of new septic system

Wharf repair will be starting on Fogo Island in the coming weeks as well as security camera installation at the 3 ports.

New Business

1. 30 Minute Rule for Change Island Traffic

- Rule is still not being followed. Boat is late leaving Fogo Island most every morning on the first crossing at 7:00am.

2. Second Vessel

- Beaumont Hamel is now docked in Lewisporte under repairs and could take up to 8 or 9 weeks until repairs are complete.
- Needs to know when the second vessel will start on the run and what boat will be used.

Meeting adjourned at 8:10 PM.

5.2 Tourism

A meeting of the Tourism Committee was held in the Council Chambers at 430pm, on 2018/03/27. The meeting was chaired by Councillor Burns and others in attendance were Councillor Hamlyn, Councillor Hart, and Nick Wells, Director of T, H, and C.

The following items were addressed:

- 1. Heritage Buildings** – Discussion concerning state of heritage properties and their relationship to the Town. Proper documentation of Titles/Bill of sale, hydro, and fuel costs should be gathered. The Town's tourism strategy will be developed after the next 12 months or so, in the meantime the Director will be looking for information concerning all Tourism, Heritage, and Cultural interests.
Information concerning heritage properties, trails, and other related interests are to be gathered or forwarded to the Director in order to facilitate informed proposals on the development of Tourism, Heritage, and Culture for the Town of Fogo Island.
- 2. Association(s)** – Discussion concerning the potential creation of associations that span across the communities within the Town would be an asset in certain sectors of the Town. In particular a **Fogo Island Tourism Association** would be of benefit to the community, allowing for potential full-time employment opportunities on the MV Veteran as a Tourism information locale. Town affiliated presence on the Veteran would be a great asset to the tourism sector. **Fogo Island Trail Association** would be a help in the curation of the Island's trails in the future, likewise having the opportunity to create full time employment with the right funding. Community backed movements such as these have excellent potential to help our communities succeed and have equal chances of being involved in the tourism process. The Director will gauge interest in the coming months, and encourages members of the community to reach out concerning their interest in the creation of these associations.
- 3. Brochures/Tourism material** - Will be working with staff to make sure our tourism material is ready to go for the tourism season. Still exploring new brochure options for next year with Alex Ferko.

4. **Fogo Island Heritage Advisory Committee** – Looking to get back to regular meetings. Director has contacted the committee chair, with the hopes of having a date for the committee in the future. Reminder of money due to the Town for Bleakhouse roof work has been given.
5. **Eco-tourism and experiential camping** – Discussion concerning experience based tourism in the form of eco-tourism (sustainable tourism) and experiential camping. “Glamping” was discussed, as form of tourism that is both sustainable, and hits a market that the Town currently doesn’t fill. Discussion also included the possibility of multiple sites including but not limited to: Sandy Cove area, Lion’s Den Area, Deep Bay area, and other areas with iconic and isolated plots of land with space to have sustainable, non-intrusive tourism initiatives.

A meeting of the Tourism Committee was held in the Council Chambers at **4:30pm**, on **April 17th 2018**. The meeting was chaired by Councillor Burns and others in attendance were Councillor Hamlyn, Councillor Hart, and Director (Tourism) Nick Wells
The following items were addressed:

Housekeeping: Recapped and provided updates on council items from last council meeting, as it concerns the tourism department. In short: Hayward King’s boat (previously Don Best’s, Jerome Dwyer, Bleak House Museum Correspondence.)

Provided Tourism Department progress update (attached.)

Marconi Site correspondence: We’ve been asked about renting the Marconi site for events during the off season (i.e. before January). Things to look into for renting our spaces: What is capacity, potential rental costs, risks versus reward? Moving forward the Director will be looking into all these questions. It is recommended that renting our spaces during the off-season as a way to mitigate operational costs for our heritage buildings. This develops and diversifies how our tourism locations operate.

Council has some concerns with renting our heritage buildings and the danger of damages done to artifacts that is in these buildings.

Canadian Heritage Association: We have been denied MAP funding. They have expressed interest in working with us in the future and helping us craft a more suitable application. Director will be working with the Association to work on funding for next year. There are plans to discuss in-depth what funding we can look into next year and how we can change our application in the future.

Community engagement: Director is looking to get the community more involved in the stewardship of our heritage and tourism locations/properties. Director intends to work with community organizations that are funding projects of their own from an administrative standpoint when it comes to hiring team leaders and team members, and any other support deemed appropriate by the Tourism, Heritage, and Culture department.

5.3 Recreation and Special Events Committee

A meeting of the Recreation and Special Events Committee was held in the Council Chambers at 10:00 pm with the following present:

Councillors:

Scottie Hart
William Hart

Staff:

Colette Wells – Coish, Recreation Director

Absent:

Councillor Tracey Hart
Daphne Coles: acting Town Clerk/CAO

Call to Order

The meeting was called to order by Councillor Scottie Hart at 10:05 am

Review of Agenda

The Agenda was reviewed and accepted.

Revenue Report

Monthly total for March 2018.....\$18,492.70

Monthly total for March 2017.....\$14,296.02

Repairs and Maintenance

There will be contact made with Municipal Affairs and or Core Engineering in the near future for updates. There has been no update since April 6th.

Swimming Pool Initiative:

A public meeting was held at the stadium Common Room on April 10th. A committee was formed consisting of five residents, three councilors and one staff member.

2018-095

S. Hart/T. Hart

Resolved that Council accept the newly formed pool committee and they will move forward under the direction of council.

Resolution Carried. In favour 8. Against 0.

The committee feels this is a very good service to provide for the island, but this has to be carefully planned and understood by all residents and stakeholder groups. It has been suggested that an additional room be included in the design of this pool project to include a gym. (see attachments- committee list and suggestions)

The rec centre in Fogo is a possible site for gym equipment. The committee is now suggesting for council to open this up to public interest. It is suggested we seek proposals from those interested in operating a portion of the building for gym services. The understanding being we supply the equipment. This would involve a rental fee for the building and a contract between the individual and the town. This building has potential to be offering much more.

The Rec Centre is currently used by the Fire Department several times a year for events during winter carnival and the Brimstone Head Folk Festival, this will have to remain the same and must be included in any contract that is prepared.

2018-096

Burns/S. Hart

Resolved that the Manager send out a request for interest proposal to the public for those interested in operating a portion of the Rec Centre in Fogo for gym services with the understanding that the Town will supply the equipment. Further resolved that this will involve a rental fee for the building and a contract between the individual and the town. Further resolved that the Rec Centre is occasionally used by the Fogo Volunteer Fire Department for their fundraising events and this shall remain the same and must be included in any contract that is prepared.

Resolution Carried. In favour 8. Against 0.

Playgrounds and Parks:

The director stated we currently have five playgrounds that require repairs and maintenance. Last season inspections were done and minimal safety repairs completed. There are basketball pads in various locations too that need repairs. Much of these areas have been developed by community groups and volunteers. This is great and very important. We want to see these groups continuing to help maintain and support these areas but it still needs to be done in conjunction with the town's policies. There are two areas without play equipment and the budget for 2018 has been reduced. There is work planned in this area but it uncertain what will get completed this

season. There are new signs to be put in place soon, and work that was identified as necessary from inspections will have to be taken care of. There is a space identified in Deep Bay by their community group and they have discussed getting pea stone. Their committee has met and plans to do some work on their own. The director suggest before any new equipment is purchased for any of our town sites it should be discussed with this department. Groups have to be reminded there is a difference in what is recommended as suitable equipment for public use as compared to what we use on personal property.

2018-097

Torraville/Burns

Resolved that council donate the playground equipment that is stored in the town garage in Fogo to the Deep Bay Community Committee to get them started and it will be the responsibility of the Manager to oversee the playground.

Resolution Carried. In favour 8. Against 0.

The park area in the centre of the island: This is used by our summer camp kids and day activities when possible. If possible we will do more beautification and in the area. It provides a great walking area, picnic area and day park.

Special Events:

*Volunteer week April 15th- 21st, pancake breakfast/brunch Monday April 16th

*The Mayor's March(date to be announced)

*Annual Yard sale May 26th

*Ladies night June 13th (more details to follow)

Approved Funding:

Funding has been awarded for Canada Day celebrations for 2018, as well as funding under the Community Healthy Living Project.

Other:

The Director will be attending the AGM in Gander MAY 10TH-12TH. It was suggested a councilor may like to take in some of the training sessions as well.

There was contact from Krista Williams representing a group who put together an activity book for kids to enjoy while at many of our hospitals. They are also Corporate Partners with Make a wish Canada. (See attached email) They are looking for businesses to sponsor this cause. The committee suggested council further discuss this idea.

2018-098

T. Hart/Torraville

Resolved that Council will sponsor the Make a Wish Canada program and place an ad in the Hospital Activity Book for children at the cost of \$139.00.

Resolution Carried. In favour 8. Against 0.

Policies: There are many policies in place at the stadium, but there are others that need to be adopted and approved. A list of additional policies is being made and will be known at a later time.

There will be no further business; the meeting was adjourned at 11:30 am.

New Business

Toronto Maple Leafs Alumni Hockey Team

The Men's Hockey League has been contacted by the Toronto Maple Leafs Alumni Team to play a hockey game at the Iceberg Arena in March 2019, exact date to be determined. Plans are already taking place. The game with the Montreal Canadians Alumni team held on March 17th was a great success. The Men's Hockey is once again asking Council to pay the \$6000.00 deposit to secure the team.

2018-099

T. Hart/S. Hart

Resolved that the Town of Fogo Island enter into an agreement with the Toronto Maple Leafs Alumni Hockey Team to host a hockey game at the Iceberg Arena in March 2019.
Resolution Carried. In favour 8. Against 0.

5.4 Fire Services and Public Safety

A meeting of the Fire Services and Public Safety Committee was held in the Council Chambers at 7:00 PM on April 23rd, 2018. The meeting was chaired by Deputy Mayor Paul Torrville and others in attendance were Councillor Sam Rowe, Councillor William Hart and Daphne Coles, Town Clerk (Acting)

The following items were discussed:

Update on Emergency Plan

Clerk has started updating the plan. No contact has been made to Harbourview Manor, Riverhead Manor, the hospital and the school for a copy of their plan. She will have the assistant start contacting these locations and gather information needed to include ammonia leaks at the stadium and the fish plants in Joe Batt's Arm, Fogo and Seldom.

Email from Derek Simmons

Committee reviewed the email regarding the application for a new Fire Truck. Apparently there has been some misunderstanding with the application.

Email has been set to Mr. Simmons & Mr. Tremblett to clarify the issue.

Fire Chief Regulations as per Municipalities Act and Sample Job Description

Committee reviewed the sample job description and felt that this was a good first step to getting this position filled. Will need to include in the job description, Applicant must be able to provide training for firemen.

Linus Tremblett has been contacted and he is willing to provide any help we may need.

Committee recommends using the sample job description as a template, Clerk will make the necessary changes for the Town of Fogo Island and forward the job description to Linus Tremblett for review.

Invoices - Seldom Fire Dept

1. Safety Source – Bunker Suit and Boots – \$2524.25 HST included

2. Hillier's Training & Consulting – Ice/Water Training Course - \$1740.00

Committee recommends that the Clerk contact Randy Budgell for more information and find out if there were any purchase orders issued for these invoices before any recommendation is made for payment.

Clerk checked at the office and no purchase orders had been approved. Email correspondence showed that they were informed to put in a request to council for funding for the Ice/Water Training course, nothing was received other than the invoices. A call was made to Randy Budgell with no answer, a message was left on his cell phone to call the office when he can.

Council requested that staff get more information on the invoices before any payment is discussed.

New Business

Island Harbour Fire Department

- Committee is concerned about the status of the Fire Department, if they are still active or not. Committee has some concerns regarding their capacity to fight a fire and the service that they can provide to the residents of the community, especially during the fishing season.

Council requested that staff contact Fire Chief, Barry Bailey and find out if they are still committed to providing fire protection to the residents of Island Harbour and if the fire truck is in good working condition or if it needs maintenance. Also if Seldom Fire Department is their second contact than they should be notified to be on stand-by if the majority of the firemen are gone from

the community as happens during fishing season. If Barry is unavailable call the Assistant Fire Chief.

Meeting adjourned at 7:50 PM

5.5 Public Works

A meeting of the Public Works Committee was held in the Council Chambers on April 12, 2018 at 4:30 PM. The following were present, Councilor Samuel Rowe, Chair, Deputy Mayor, Paul Torrance, Councilor Scotty Hart, Amanda McGrath, CAO (Acting) and Darryl Hart, Maintenance Worker

The following items were addressed:

1. Business Arising

i. Location of the PDWU

Crown land Shoal Bay Brook – there are issues with the site, including transmission lines, Department of Environment and Department of Fisheries (fish habitat and water quality with cabins in the area).

Committee recommended proceeding with applying for the entire area for future land use.

ii. Gordon Payne's Water

Water samples taken at Mr. Payne's house have been good. Public works staff has been speaking with him with regard to the Town's plans for the water system and he is pleased with the initiative that the Town is taking to correct the problem.

iii. Log Books

Vehicle log books have been placed in the vehicles and log books are being used for maintenance; both are working great.

iv. Pump Houses

- Frequency drives for pumps in Joe Batt's Arm, Seldom, and Tilting – Approximately 1 ½ weeks for delivery.
- Pump Control Valve for Tilting – ½ week for delivery.
- Vent for Tilting pump house will be installed when weather cooperates.

v. Fogo Water Intake

Staff was instructed to keep looking for the end of water intake pipe, a camera will be then put down to determine the condition of the pipe.

vi. Capital Works Projects

- Contact will be made with Jim Harty for an update on the status of the projects.
- Letter from the Department of Municipal Affairs and Environment was received authorizing Harty Engineering as the prime consultant for the Old Hospital Site Project.

2. New Business

i. Spring Clean Up

- Spring cleanup will begin May 22 and run for approximately 3 weeks.
- Residential free drop off will run from May 1 until June 12
- Will use Town vehicles for cleanup.
- Hire two labourers to help with cleanup.

2018-100

Hamlyn/Torrville

Resolved that the Town will tender for 2 Dump Trucks and Drivers to take materials to the Transfer Station for Spring Cleanup. Further resolved that the Town will provide loader and Operator and advertise for 2 labourers.

Resolution Carried. In favour 8. Against 0.

ii. Town Vehicles

- Terek – Committee recommended having the necessary repairs done and staff was instructed to get estimates.
- Cube Van – Staff was instructed to get estimates for the tools required.
- Sanders – Committee recommended having the necessary repairs done to the two sanders and to complete the work this summer.
- Sterling – Committee recommended having a flat deck on the truck, along with rails.

iii. K & D Pratt - Servicing of Chlorinators

- K & D Pratt offers a maintenance and training of chlorinators; price quotes are forth coming and will be discussed at a later date.

iv. HETEK Solutions – Camera Quote

Committee members review the quotes for camera that is used to view and scan pipes. This will be tabled for future consideration.

v. Request for Town to take over Penton's Road Extension

The request from property owners on Southside Road Extension was discussed. Staff was asked to complete an assessment of the road.

- ❖ Mayor Collins declared himself in conflict and left the meeting at 8:50 PM. Deputy Mayor Paul Torrville chaired the meeting.

Council discussed the road. This road was constructed during the water and sewer phase in the area to provide services to 7 properties at the end of Church Road and surrounding area. This road has also been used by the Town as a detour when working at Penton's Brook.

2018-101

Burns/Hamlyn

Resolved that Staff will check the Town's Road Policy and refer back to public works staff for an assessment on the road.

Resolution Carried. In favour 7. Against 0.

- ❖ Mayor Collins returned to the meeting at 9:00 PM

4.8 Island Harbour Boat Launch Committee

- The letter from the Island Harbour Boat Launch Committee requesting that a boat launch be installed in the summer of 2018 was discussed.

- Committee members spoke about this not being a budgeted item.

Requested that the Island Harbour Boat Launch Committee provide price quotes for the 3 12'x12' cement pads. Mr George Squires is spokesperson for this committee.

3. Staff Activity Report

A monthly activity report was submitted for review.

Meeting adjourned at 6:30 PM

2018-102

S. Hart/Torrville

Resolved that the Public Works Report be accepted as presented.

Resolution Carried. In favour 8. Against 0.

5.6 Policy and Human Resources

A meeting of the Policy and Human Resources Committee was held in the Council Chambers at

4:30 PM. In attendance were Committee Chair, Councillor Barbara Jacobs, Councilor Scottie Hart, Councillor Sheldon Hamlyn and Amanda McGrath, CAO (Acting).

The following items were discussed:

1. Deep Bay Community Committee Inc. - Request for Tax Exemption

Committee members discussed functions and usage of the building, including rentals, events, dances and darts.

The letter stated that this is the only building in the community that the church can use for hold functions. Committee members discussed this and noted that there has been no evidence of any church functions in this building and in addition they have or are in the process of obtaining a bar licence.

2018-103

Jacobs/Hamlyn

Resolved that the Deep Bay Community Committee Inc. not be given a tax exemption.

Resolution Carried. In favour 8. Against 0.

Council had further discussion on the taxes for not-for-profit organizations and how it affects different organizations.

2018-104

Burns/T. Hart

Resolved that the Not-For-Profit tax concerns be referred back to the Policy and Human Resources Committee to review how this policy affects different not-for-profit organizations on Fogo Island.

Resolution Carried. In favour 8. Against 0.

❖ Councillor Burns declared himself in conflict and left the meeting at 9:25 PM.

2. Museum of the Flat Earth – Request for Community Grant

The Committee reviewed the Community Grant Program application as submitted and noted that the application was fully completed and qualifies under the policy.

2018-105

Jacobs/Hamlyn

Resolved that the Museum of the Flat Earth be approved for a \$1,000 grant to help facilitate their 2018 summer visiting artist program.

Resolution Carried. In favour 7. Against 0.

❖ Councillor Burns returned to the meeting at 9:30 PM

3. Policy Review

i. Scent Free Policy

2018-106

Jacobs/Torraville

Resolved that the Town adopt the attached Scent Free Policy.

Resolution Carried. In favour 8. Against 0.

ii. HR Policy

2018-107

S. Hart/Burns

Resolved that the following changes be made to the HR Policy:

- Include in policy that sick leave and vacation time is accrued bi-weekly
- Sick leave and Vacation – Full time employees be permitted to receive an advance of sick leave and vacation time, provided that it will be earned within the calendar year.

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

Councillors Present:

Mayor Wayne Collins

Councillor Curtis Burns

Councillor Barbara Jacobs

Councillor William Hart

Councillor Samuel Rowe

Deputy Mayor Paul Torrville

Councillor Sheldon Hamlyn

Councillor Tracey Hart

Staff:

Daphne Coles, Town Clerk (Acting)

Absent:

Councillor Scottie Hart

1. Call to Order:

Mayor Collins welcomed everyone and called the meeting to order at 7:35 PM.

2. Clerk/Manager Appointment:

2018-119

Hamlyn/Jacobs

Resolved that the Town of Fogo Island hire Amanda McGrath as Clerk/Manager, effective June 18th, 2018 when she returns from sick leave as recommended by the Recruiting Firm Knightsbridge.

Resolution Carried. In favour 6. Against 2. Councillor Burns and Councillor W. Hart were against the resolution.

A six month performance evaluation will be conducted by the Policy and Human Resources Committee.

3. Superintendent of Public Works

2018-120

Hamlyn/Jacobs

Resolved that the Town of Fogo Island hire Mark Penton as Superintendent of Public Works effective June 11th, 2018 as recommended by the Recruiting Firm Knightsbridge with a 6 month probationary period.

Resolution Carried. In favour 7. Against 1. Councillor Burns was against the resolution.

4. Adjournment:

2018-121

Hamlyn

Resolved the meeting be adjourned at 8:10 PM.

Daphne Coles
Town Clerk (Acting)

A blue ink signature of Daphne Coles, written in a cursive style, over a horizontal line.

Wayne Collins
Mayor

A blue ink signature of Wayne Collins, written in a cursive style, over a horizontal line.

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

Councillors Present:

Mayor Wayne Collins
Councillor Barbara Jacobs
Councillor Curtis Burns
Councillor William Hart

Deputy Mayor Paul Torrville
Councillor Samuel Rowe
Councillor Sheldon Hamlyn (via telephone)
Councillor Tracey Hart

Staff:

Daphne Coles, Acting Town Clerk

Absent:

Councillor Scottie Hart - Vacation

1. Call to Order:

Mayor Collins welcomed everyone and called the meeting to order at 7:06 PM.

2. Agenda:

2018-122

Torrville/Jacobs

Resolved that the agenda be adopted as presented with the following addition:

7.9 Email – Lynn Lyver-Sparkes - World Ball Hockey Championships

Resolution Carried. In favour 8. Against 0.

3. Minutes:

2018-123

Torrville/Jacobs

Resolved that the minutes of April 24, 2018 and May 22, 2018 be adopted as presented.

Resolution Carried. In favour 8. Against 0.

Councilor Burns inquired about the minutes for the May17th meeting held upstairs with the hiring recruitment firm, Knightsbridge not being presented to be adopted. There were no minutes from this meeting as it was a privileged meeting.

4. Business Arising:

- Error in minutes from meeting of April 24, Clerk did not include the time that Councilor Burns left. Clerk will make appropriate additions.

- Payment of invoices from Seldom Fire Department

1. Safety Source – Bunker Suit and Boots – \$2524.25 HST included

2. Hillier's Training & Consulting – Ice/Water Training Course - \$1740.00

Clerk talked with Fire Chief no purchase orders had been approved prior, he talked with Clerk at the time and thought he could get the purchase orders once figures were confirmed. Email correspondence showed that they were informed to put in a request to council for funding for the Ice/Water Training course, nothing was received other than the invoices. Other Fire Departments have made requests for new suits and they were declined until a decision has been finalized on the direction of the Fires Services Report. An exception will be made on payment of the new bunker suit as the existing suit was too small.

2018-124

Burns/W. Hart

Resolved that the Town will pay for the cost of the new bunker suit. Further resolved that the purchase of Firemen's Bunker Suits be included in the purchase of equipment for Fire Departments and pay 100% of the costs, not exceeding the yearly budgeted amount for equipment.

Resolution Carried. In favour 8. Against 0.

5. Committee Reports

5.1 Transportation Committee

A meeting of the Transportation Committee was held in the Council Chambers at 10:00 AM, on May 23, 2018, with the following in attendance:

Committee Members Present:

Wayne Collins, Mayor

Samuel Rowe, Councillor and Committee Member

William Hart, Councillor and Committee Member

Clifford Rowe, Committee Member - Trucking Industry Representative

William Miller, Committee Member – Business Representative

John Greene, Committee Member – Fogo Island Co-operative Representative

Staff:

Daphne Coles, Town Clerk (Acting)

Committee Members Absent:

Paul Torreville, Deputy Mayor and Committee Chairperson

Eugene Nippard, Committee Member - Concerned Citizen Representative

Pauline Payne, Committee Member - Shorefast Foundation Representative

Department of Transportation and Works:

Glenn Tremblett, Marine Services Manager

Gregg Cuff, Director of Maintenance and Engineering

Call to Order:

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

Discussion on Summer Schedule

New summer schedule came into effect May 15th. Changes incurred were:

6:00PM Farewell to Fogo Island – Direct

7:00PM Fogo Island to Farewell – Direct

8:00PM Farewell to Change Island and Fogo Island - Combined

Some discussion took place on the change made to the last crossing leaving Farewell now being 8:00PM instead of 8:30PM.

Due to the last crossing being combined, leaving Farewell at 8:30PM will require workers working beyond the daily normal working time frame and 3 hours overtime will be required. The latest time to leave Change Islands for Fogo Island has to be 8:30PM.

Available Swing Vessel

Can you identify this vessel, and have her docked on FI or Lewisporte.

Swing vessel will be the Beaumont Hamel.

Introduction of Second Vessel

Date this vessel should be available to FI/CI servicing CI and assisting with FI excess traffic.

Tourism season is getting well underway and traffic has increased.

Second vessel for Change Islands and Fogo Island will be the Beaumont Hamel as well.

Beaumont Hamel is currently at Bell Island as the Flanders is undergoing repairs that should be completed by Friday June 1st. Once Flanders is back the Beaumont Hamel will leave for Fogo Island, so she should be in service the first week in June or mid-June at the latest.

Air Ambulance Service

It is very obvious that a much-improved air ambulance service is necessary for FI/CI. We are all aware of the aging population and the more frequent disruption of our ferry service. We have to make arrangements with an air ambulance to avoid future disruption of our ferry schedule. They are still working on getting this service available. Contact has been made with Eastern Health and Central Health to find out the procedures they follow for Air Ambulance. When the second vessel comes in service, she will be used for the call out. If there is a delay in the first crossing for Change Islands then the Veteran will do a combined trip.

Individuals travelling with medical issues

The request has been made to have a designated room for passengers with medical issues. This may not be the most practical solution as there are numerous medical conditions and most require some form of isolation and enormous costs will have to be incurred of having all vessels equipped with such a space. Another solution is to have individuals with medical issues provide a certified doctors note and that same person accompanied by one other individual can remain in the vehicle providing the document is signed relieving Government of all responsibility.

Request has been sent in to the Department of Transportation and Works. Risk analysis has been done on individuals staying in their vehicles during the crossings and no changes can be made as this is a Transport Canada rule and would have to be changed all across Canada. Currently there are 2 small rooms on board the Veteran that may be used as privacy areas with some furniture that would be able to accommodate one person per area, but this isn't approved yet. To control who uses those areas the individual will have to make a special needs request to Lewisporte office and they will contact the Veteran with the information. Also have to take into consideration when the Beaumont Hamel is in service, Change Island residents won't be able to avail of these rooms so the Veteran will possibly have to go to Change Islands to accommodate them.

Deck space – Fogo Island –Change Islands

Suggestion has been made multiple times to reduce CI deck space from 25% to 15%. Our reason behind this is the population of Fogo Island is 2300 and Change Islands is approximately 150. To justify this change the stats could easily verify our recommendation. There hasn't been any change and no reason provided as to why not.

These changes cannot be made at the Lewisporte branch, they must go through St. John's. Management has agreed to look at the statistics for Change Island traffic and if the current allotted 15 spaces are rarely being used, they will recommend a change from 15 spaces to 10 spaces on the Veteran and any other vessel accordingly that is in service when the Veteran is out.

30 Minute Rule

Is this rule followed? Many instances have occurred to show that it isn't always the case.

30-minute rule isn't being followed when loading in Farewell. Change Island traffic is loaded first and they then proceed to load Fogo Island traffic. Even though pylons are currently being used on the Change Island traffic, they leave one lane open in case Change Island traffic arrive late while loading the Fogo Island traffic. Three options were discussed:

- 1) First Come, First Serve basis. Stop selling tickets after 60 vehicles arrive and load boat accordingly to unload in Change Islands and finish loading the boat if more vehicles are needed.
- 2) Use the cones and give late Change Island traffic the option to come on the boat and travel to Fogo Island first and then return to Change Islands on the next crossing.
- 3) Load Change Island traffic last to the back of the boat, they will have to back off at Change Islands. Spaces are still guaranteed for Change Island traffic and if the traffic isn't there to fill those spaces then continue with Fogo Island traffic. Boat will have to back in at both Farewell and Change Island wharves.

Other

Policy for Ramp Loading

Some drivers are nervous about driving up on the ramps.

People have no choice in using the ramps, employees tell people where to go to best load the boat.

Veteran Maintenance

Time will have to be accommodated in the summer schedule for maintenance, safety documentation and drills on the Veteran. This will need to be done twice a week. When this is taking place, the Beaumont Hamel will provide combined service for both islands.

Recommended to use Sunday mornings, the first crossing at 7:00 AM for the Veteran will be cancelled and commence service at 10:00 AM and Tuesday's at mid-day, the 2:00 PM crossing will be cancelled and commence service at 4:30 PM. During these 2 time frames the Beaumont Hamel will be providing a combined trip.

Announcement on Ferry

First announcement doesn't inform the travelling public that they are docking in Change Islands, this isn't said until the second announcement and many tourists don't know where they need to get off the boat. Volume on the announcement is also very loud and should be turned down. Changes on the announcements cannot be made on the vessel. Management will check this out and see if changes can be made.

Washrooms

On the Veteran, paper towels are still not being put in the dispensers, they are on the counter. This isn't very sanitary for anyone who uses the washroom and doesn't look nice with the tourism season getting underway. On a brighter note, the new washrooms at Farewell terminal are good. Management will check the washrooms when they return this afternoon and speak with the Captain.

Status on Installing New Camera's on Wharves

Contract is out to install the camera at Fogo Island, due to no internet service in Farewell and Change Islands it is costly to install a camera at these locations. Camera's have been purchased to monitor activities inside the vessels, a camera was installed on the Beaumont Hamel when she was in Lewisporte for repairs.

Engine Replacement on the Veteran

New engine is expected to be put in mid to late October. This will be a direct replacement with the same type of engine being installed. Work can be done at Lewisporte.

Adjournment

Meeting adjourned at 12:50PM.

5.2 Tourism

A meeting of the Tourism Committee was held in the Council Chambers at 430pm, on May 22nd, 2018. The meeting was chaired by Councillor Burns and others in attendance were Councillor Hamlyn, Councillor Hart, and Nick Wells, Director.

The following items were addressed:

Updates

Updates for on-going tasks, including but not limited to: JCP, Student Summer Jobs, Museums, Projects, and Maintenance. Nothing new to report on these tasks.

Community Garden and Woodpile

The community garden will be staked and tilled to provide equal plots for all renting plots for the summer. There is an opportunity for partnerships between community groups like Scouts and the Farmer's Market to promote more stewardship of the land and involvement in the local economy.

Regarding the woodpile, the tourism office, in absence of a Town Manager, will put up a notice on the Woodpile on Community Garden Land that the pile must be moved within 30 days, along with proper follow ups to make sure the notice is being acted upon.

Professional Development

Rural Vitality Conference June 14th-17th Trinity, Port Union, Elliston, and Bonavista: Learning from others is essential to developing a comprehensive and responsible tourism strategy in the off-season. I believe this conference is a good step in the right direction to developing that strong knowledge base.

2018-125

Burns/T. Hart

Resolved that the town approve for the Director of Tourism, Culture, and Heritage attend the Rural Vitality Conference from June 14 – 17, 2018 in Trinity, Port Union, Elliston, and Bonavista. Resolution Carried. In favour 8. Against 0.

Museums Studies Certificate: As previously stated, education is important in helping me gain perspective and understanding beyond what I have now. As we are beholden to many heritage buildings and museums, an objective point of reference is necessary to help deal with the growing responsibility we have to our artifacts. To act as ethically as possible in regard to our heritage, we must arm ourselves with the right tools to address those responsibilities.

2018-126

Burns/T. Hart

Resolved that approval be given for the Director of Tourism, Culture and Heritage to take the MANL courses necessary to obtain the Museums Studies Certificate. Further resolved that this certificate should be included as a job requirement for any future replacements. Resolution Carried. In favour 8. Against 0.

5.3 Recreation and Special Events Committee

The Recreation Meeting scheduled for Tuesday May 22 was cancelled since a quorum was not available.

The Director has provided the following report with topics from last month's meeting and issues to date.

Issues arising from last month

A proposed draft agreement has begun to advertise and gain public interest in operating a gym in the Rec Centre in Fogo. This agreement will be completed by the Director and acting CAO. All conditions will be carefully listed and reviewed before being posted.

New Stadium Project

The Prime consulting agreement has been signed by the Town, and the stadium drawings have been forwarded to Core Engineering for their review as requested. Any new developments will be updated as soon as they become available.

Swimming Pool Initiative

The swimming pool committee has met with an engineer, and outlined the size, and scope of the project they would like for Fogo Island. They have decided a pool 20'x 40' will sustain the needs of our residents and visitors. They did add an additional 20' in the building plans for a gym. There were several sites identified but with discussion, recommendations and cost in mind at this time they are considering the front of the Iceberg Arena as the number one site. The water issue was

mentioned, but if a treatment system is used it will still cost less than a new site. The engineer is presently reviewing the stadium drawings to determine if this site is feasible. If suitable it would be a huge savings.

The Director has indicated to the Engineer a cost estimate is required as soon as possible to determine how we will proceed with this project. Before the pool committee proceeds to go into any further plans we need to have council fully supporting the idea. We need to consider the long-term cost and commitment this service will require. As soon as the cost estimates are available they will be forwarded to the town.

Playgrounds

The inspections have begun, and repairs are planned in areas as needed. There will be pea stone placed in the Seldom playground. Contact is being made with community groups to inform them of various requirements. Their help and support with projects in our communities is important. The new playground signs will be all in place soon.

There are three pieces of adult exercise equipment in the Fogo playground that are now in very bad condition. The recommendation is to have them removed from the area since they have sharp rusty edges and are safety hazards for anyone in the play area.

Council feels this is a management decision and if the Director feels they are a safety hazard then she should have them removed.

A site visit was done in Deep Bay behind the Anglican Church. This site has been selected for a play area in the community. However, the site has two wells on it and one has a power supply. The Director and Public Works Staff identified the site needs to be cleared extensively and there is possibly a water issue. This area should be further discussed and evaluated before development begins.

Staff advised that a permit was issued to the resident to clear the existing ditch that was all grown over, parallel to the play area so this may alleviate some of the drainage. Advised that the Director should visit the site again and have one of the members from the Deep Bay Community Committee be present to provide more information on the scope of work that needs to be done.

The Director met with the School Principal and discussed the new school playground. This project is anticipated to start soon. We are learning now that other communities or towns in the province are using school playgrounds in the school's down season (summer months). This would require an agreement or contract signed by both parties. We have also been asked if the town would consider preparing the land for the playground project. They are using a portion of the old playground space, but the size is not yet determined. A meeting with school board officials is scheduled for May 28th. The town would decide how the work is completed. The director recommends we see what size of space the school needs cleared/prepared and consider working together if possible to create an agreement if it allows the use of the playground during the summer months.

Council advises that the Director meet with the School Principle again to determine the scope of work that needs to be done to get things started before the school year ends and get the agreement in place, so kids will be able to use the playground in the summer months.

Programs

After School Ball is happening every Tuesday at 3:10 pm. This is for kids grades k-6. There are 25-30 kids coming each week.

There will be a summer Food and Fun Camp this summer for kid's grades 2, 3 and 4. The funding has been approved under the Community Healthy Living Program. There will be other day camps pending approval of students, such as Summer Fun Camp, and Soccer.

The Fogo Island Stadium Committee Inc. hope to apply for a JCP project soon, and possibly look into what upgrades can be done under the Take Charge program. The Director recommends this

will be a good idea and all activities will be identified and approved by council before proceeding.

Two items identified to date are:

The area above the dressing rooms is used as storage. The floor needs to be replaced.

All heaters in dressing rooms and lights are original and needs to be replaced.

Events

*The birthday party rentals are very popular. The kids use bikes and ride on toys on the arena surface and have lunch upstairs in the common room after.

*Kindergarten Graduation June 7th

*Parachute Safe Kids Week June 4th-10th (event planned Tuesday –awareness of concussions at play, home and on the road.

*Garden Days (date to be announced)

*Mayors March for Heart and Stroke (date to be announced)

*Teenie Bopper Dance June 28th

*Bingo (last week in June pre- Canada Day

*Canada Day will be celebrated July 1st. (volunteers welcome- family oriented) more details will be available on site, posters social media.

Other

The Toronto Maple Leafs Alumni Team are booked to play at the Iceberg Arena on March 16th, 2019. There will be additional details later, and the event hopes to have additional options for fans.

The Director attended the annual AGM Recreation Conference in Gander from May 10-13th. It was very beneficial. There were numerous topics of discussion. Recreation Newfoundland and Labrador have asked towns to develop healthier eating choices in their stadium canteens. In our area we have already met their expectations by serving soup and sandwiches, fruit and grains. Many areas do not provide options on what is being encouraged to offer the customer. They are also encouraging policies to be implemented. One area many stadiums and towns face are last minute rental cancellations. There are meetings planned for the fall to discuss further planning. A meeting was held on Wednesday May 23, at the Fisherman's Hall in Barr'd Islands. This was organized by a group of individuals who would like to see a Farmer's Market start again on Fogo Island. The group is looking at renting a central space possibly the stadium every Saturday from early July until early fall. The Director feels this is a good idea and hopes their plans will work. The rental fee should be kept affordable to the committee/vendor. We would like to see these events happening in our central area, allowing services such as this the opportunity to expand.

There is an Arena Operators Course being offered in Mount Pearl from August 27th -30th, 2018. It is recommended the Stadium Maintenance staff complete this training. It covers ice maintenance, ice making and refrigeration. The cost is \$550.00 per person. This training would be very beneficial to our stadium maintenance staff.

2018-127

Burns/T. Hart

Resolved that Stadium Maintenance Staff attend the Arena Operators Course in Mount Pearl from August 27 – 30, 2018.

Resolution Carried. In favour 8. Against 0.

Completed Dangerous Goods Training

Attended Community Advisor Committee Meeting (Fogo Island Health Care Centre, May 02

5.4 Fire Services and Public Safety

No committee meeting was held.

1. Update on Fire Chief Position

Staff has done the necessary changes to the Job Ad and the Job Description and it is sent in to Linus Tremblett for review.

2. Island Harbour Fire Department

Staff has tried to reach the Fire Chief and the Assistant Fire Chief to get an update on the status of the department and the condition of the truck but couldn't reach anyone. Council advised that Staff keep trying to contact the Fire Chief or the Assistant Fire Chief for an update, if unable to reach anyone maybe our public works staff can go up and look at the Fire Truck and make sure it is in good working order.

3. Fire Services Report on Fire Halls

No report received to date. There have been some delays as Nick Herder was away sick for a week and is now off with his family. Talked with Jim Harty Jr at Municipal Affairs and Environment and they have concerns as well about how long this is taking Stantec and are looking into the situation.

Council will discuss this in the meeting with MHA Derrick Bragg and the Minister of Municipal Affairs and Environment, Andrew Parsons when they met on June 13.

5.5 Public Works

A meeting of the Public Works Committee was held in the Council Chambers on May 15, 2018 at 4:30 PM. The following were present, Councilor Samuel Rowe, Chair, Deputy Mayor, Paul Torraville, Daphne Coles, Town Clerk (Acting) and Darryl Hart, Maintenance Worker. Absent from the meeting was Councilor Scottie Hart.

The following items were addressed:

Business Arising

i. Gordon Payne's Water

Public works staff was speaking with him today with regard to the Town's plan to install a drain line with a shut off valve in his basement where his waterline comes into his house leading down into his sewer line, so he would be able to turn on the valve and drain the dirty water out into the sewer line before he turns on the water for inside the house. He told staff that he isn't in agreement with doing this work.

ii. Pump Houses

- Frequency drives for pumps in Joe Batt's Arm, Seldom, and Tilting – Public Works staff talked with LGR today and the drives were supposed to have been shipped out on May 9th, but they still haven't received them. Staff will contact him again.

- Pump Control Valve for Tilting – Valve has been received and installed.

iii. Fogo Water Intake

* Divers have been on-site; the intake pipe is fine but the top chain that floats the pipe is beginning to deteriorate and will need to be replaced.

* The area of rocky bottom was also looked at and it was determined that it cannot be used as it isn't a big enough area that also slopes down to a muddy bottom and the water isn't deep enough for the intake.

* Divers cleaned out the bottom of the wet well with our trash pump and removed mud that was stuck to the walls and bottom of the wet well.

* When Staff were working at draining the wet well, they noticed that there could be a possible water leak on Country Road by David McKenna's. Further investigation will be needed to determine if there is a leak and the location.

Committee recommends that the Town purchase new chain for the top of the intake at Freeman's Pond. Staff will proceed to order chain and plan to have it installed at the intake.

Staff Activity Report

A monthly activity report was submitted for review.

New Business

Councilor Rowe left the Public Works meeting due to conflict of interest and Deputy Mayor Torrville chaired the meeting.

i. Tender Opening – 2 Dump Trucks/Drivers – Spring Cleanup

Two tenders received.

- | | |
|-----------------------|--------------------------------|
| 1. R & K Construction | Per Day - \$649.00 (plus HST) |
| | Per Trip - \$125.00 (plus HST) |

Didn't provide proof of general liability insurance and Workplace NL

- | | |
|-------------------------------------|---|
| 2. Fogo Island Construction Limited | Per Day - \$495.00 (plus HST) per truck |
| | Per Trip - \$225.00 (plus HST) per trip per truck |

Provided proof of general liability insurance and Workplace NL.

Bids were discussed. Tender will be awarded to lowest bidder of R & K Construction for per day cost of \$649.00 plus HST provided he can bring in requested papers later. Staff will contact Public Procurement Agency before contacting bidder. If for any reason R & K Construction doesn't accept, tender will be awarded to next bidder.

Tender was awarded to Fogo Island Construction Limited. After speaking with R & K Construction their bid was for one truck only per day, so Fogo Island Construction Limited was the lowest bidder.

Island Harbour Boat Launch – Quote from R & K Construction

George Squires was requested to provide quotes for the 3 concrete slabs needed for the slipway. He provided one quote.

- ❖ Councilor Sam Rowe left the regular Council meeting at 7:52PM due to conflict of interest and Deputy Mayor Paul Torrville took over the public works report.

Committee recommended to refer this back to council for a decision. Council discussed the quote that only included a price for supply and placement only of the 3 concrete slabs, preparation of site will be extra, and this would include rock material.

Council requested that Staff contact Mr. George Squires and request a detailed price quote for the completion of the scope of work needed for the slipway including any in-kind work from the Slipway Committee.

Letter from R & K Construction - Quarry

R & K Construction is requesting that the Town reconsider changing the regulations to the Municipal Development Plan regarding the quarry location located on Old Fogo Road called "the Scrape". After research by staff this quarry area is in a community development zone and mining operation isn't a discretionary use, so a quarry isn't permitted.

Staff has been in contact with Jens Jenson and this change will require an amendment to the Development Regulations. The attached email from Jens he outlines the process and a quote for his services.

Committee recommended to refer this back to council for a decision. Council discussed the location for the new quarry and the area being zoned as a Community Development Area in the Town Development Regulations with the 2 existing quarries in the area.

2018-128

Torrville/Hamlyn

Resolved that the Town will proceed with making an amendment to the Development Regulations to include mineral operations as a discretionary use in the Central Community Development Area at the quoted cost from HMJ Consulting Limited of \$3000.00 plus HST, payable at the end of the process. Further resolved that once the amendment process is complete this area will be open to all contractors on Fogo Island to put in a quarry application and the current Contractor will have to reapply.

Resolution Carried. In favour 7. Against 0.

- ❖ Councilor Rowe returned to the regular Council meeting at 8:07 PM as resumed the position as chair of Public Works Committee.

Councilor Rowe returned to the Public Works Committee meeting and resumed position as Chair.

Labourer Positions – 2 Required for Spring Cleanup

Seven applicants were received. Staff had already reviewed the list and recommended hiring Michael Hart and Thomas Keefe.

Calvin Hart – Tax Exemption Letter

Public Works Staff visited his property. The water and sewer connection run directly across the upper portion of his garden. They used the metal detector wand and scanned the garden but were unable to locate either curb stop on the property, they located the curb stops for the 2 houses across the garden. The as-built drawings don't provide any measurements for the curb stop either.

Committee requested that Public Works Staff go back and measure the lot down beyond the water and sewer lines to see if the lot meets the minimum lot requirements of 450 metres squared. Also requested that Office Staff check the water and sewer regulations to see if water and sewer taxes can be charged to the property.

Public Works staff re-measured the lot beyond the water and sewer lines and the lot is only 404 metres squared which is below the minimum lot requirements.

2018-129

Rowe/Torraville

Resolved that Mr. Calvin Hart be exempt from paying the water and sewer taxes 84A North Shore Road and his account be adjusted beginning this year.

Resolution Carried. In favour 8. Against 0.

Dave Ford – Water line connected to fire hydrant

Residence is currently connected to a fire hydrant out on the main road with a water line running on top of ground. This was done by the former council. During the winter months he keeps the water running so it won't freeze up. This waterline is running across the front of another vacant property adjacent to this one and the owner is now ready to develop it.

Council decided to have Jim Harty look at the cost to connect this property to the main water and sewer lines.

Letter from Hydro – Tilting Fire Hall

Letter was discussed. Meter box is rusted and must be replaced by July 30, 2018 or service will be terminated.

Requested that Public Works staff get quotes from the Electrician's on the island and proceed with the lowest price.

Letter from Fred Nichol – Permit

Letter was discussed. In 2013 a permit was issued to build an extension on his house, he was issued a renewal in 2015 and still didn't proceed with the work. He came in again to renew the

permit after the Development Regulations was approved in 2016 and the permit wasn't renewed due to measurement requirements.

Committee requested that Mr. Nichol come in and fill out a new permit application.

- ❖ Mayor Collins declared himself in conflict of interest and left the meeting at 8:15 PM. Deputy Mayor Torrville took over the position of Chairperson during the Mayor's absence.

Request for Town to take over Southside Road Extension

Public Works Staff measured the road and measurements vary from 5.8 metres at the intersection by Southside Road to 9.4 metres at Church Road. Currently there aren't any residents on this road, just 2 sheds. Water and sewer services do go up this road to the houses that are inside and at the end of Church Road.

2018-130

Rowe/T. Hart

Resolved that the Town give priority to the repairs for Collin's Road in Stag Harbour, the request for Old Neck Road in Seldom and then consider Southside Road Extension in Joe Batt's Arm. Further resolved that Southside Road Extension be designated a one-way road with basic road maintenance and snow clearing.

Resolution Carried. In favour 7. Against 0.

- ❖ Mayor Collins returned to the meeting at 8:20 PM and resumed his position as Chair.

Biomaxx – Lift Station Flow Meters Sanitary Smoke Testing

Concerns were expressed about the possibility of smoke entering resident's homes and any damages this may cause.

Committee requested that Staff contact Biomaxx about this concern and refer back to Council for a decision. Staff contacted Biomaxx, proper vents in kitchen and bathroom plumbing will prevent the smoke from entering homes.

2018-131

Burns/Torrville

Resolved that the Town will proceed with Biomaxx conducting Smoke Testing on the 3 sewer outfalls (1 in Fogo and 2 in Joe Batt's Arm) that are currently being monitored at the quoted price of \$6200.00 plus HST.

Resolution Carried. In favour 8. Against 0.

Sander Repair Quotes

Two quotes were obtained from Atlantic Powertrain, the cost of repairs to the existing sander is \$2872.98 plus HST and the cost of a new Sander \$8800.00 plus HST.

2018-132

Rowe/Torrville

Resolved that the Town have Public Works Staff repair the existing sander at the quoted price of \$2872.98 plus HST and purchase a new sander at the quoted price of \$8800.00 plus HST from Atlantic Powertrain to help alleviate any problems should one sander break down in the winter.

Resolution Carried. In favour 8. Against 0.

Car Wrecks – Stag Harbour

Received list of car wrecks in the community from the Recreation Committee.

Council discussed the on-going issue with car wrecks in all our communities and it is still getting worse.

Council requested getting the car wrecks identified in all communities and staff write a letter to the owners of the wrecks requesting that they be removed, or the Town will have them removed and charge a removal fee to the owner.

Road Material – Class A

Public works is requesting to put out a limited tender for road material for maintenance, there is some left over from last year to help with road maintenance that is being done now. Staff will send out request for price quotes for road material.

Staff Shortage

Public works department is now operating with 3 workers. With one worker spending time in the garage and collecting information for permit applications and another worker being off on Fridays due working the previous weekend to check the pump houses and do water samples, most of the time there is only 2 workers in the field and some days only 1 worker. It is very difficult to schedule and get work accomplished.

Committee recommends that the Town hire another full-time Maintenance Worker for the Public Works Department.

Council has hired Mark Penton as Superintendent of Public Works and he is starting his position on June 11th. Council requested to defer hiring another full-time Maintenance Worker until the Superintendent does his public works staff assessment.

Training Course Update – Delivery of Dangerous Goods

In conjunction with the Fogo Island Co-op our Public Works Staff and Stadium Manager did a training course on the delivery of dangerous goods, ie gas chlorine. New regulations now require that cylinders are not permitted to be hand lifted out of the back of a truck, they must be left in a crate and delivered to the location and lifted out with a fork lift. This will be very time consuming for our workers as we have 4 locations where we unload gas chlorine and we will have to travel the backhoe to each location.

Lift station repair – Old hospital site, Fogo

Having trouble with sewer backing up inside the lift station. LGR done some repairs to the electrical panel, both pumps are working but the sewer isn't going out. Had to call in the Septic Vac Truck and get it pumped out. The check valves in the bottom of the lift station are stuck so when the pumps cut in, they aren't opening to let the sewer out to the force main. Will need to get someone to come out and get down inside the lift station and repair the check valves.

Committee requested that Public Works Staff get price quotes on getting the work done before making arrangements for repairs.

Meeting adjourned at 7:10 PM

New Business

Old Cemetery Road, Fogo

Council has received several complaints about the condition of the road, it is not walkable with all the ruts and potholes at the entrance and going up over the hill. A resident in Fogo does the maintenance on the old cemetery and needs to be able to get up over the hill in his truck with the grass mower.

Council requested that Public Works staff upgrade the road with some maintenance grade stone up to the top of the hill and do any necessary ditching to help prevent water drainage from coming down over the road.

Visitor Information Centre – Rental

Chairperson of Public Works received an email from a resident in Stag Harbour with concerns from a recent rental at the VIC. There was approximately 30 people in the building and they lost the water 3 times during the 2-hour rental. Expressed concerns about the hot water tank, the existing tank isn't big enough for the building, it's only a small tank and they ran out of hot water while cleaning up as well.

These issues were not brought forward when the resident paid for the rental. The water issue has been on-going since the building opened and the hot water tank was the same size when the building opened as well.

2018-133

Burns/T. Hart

Resolved that Public Works staff look at both issues and do an assessment of what needs to be done to correct them and present at next Public Works Committee meeting for recommendation to Council.

Resolution Carried. In favour 8. Against 0.

5.6 Policy and Human Resources

A meeting of the Policy and Human Resources Committee was held in the Council Chambers at 4:30 PM. In attendance were Committee Chair, Councillor Barbara Jacobs, Councilor Scottie Hart, Councillor Sheldon Hamlyn and Daphne Coles, Town Clerk (Acting).

The following items were discussed:

1. Bereavement Leave Request

Acting Town Clerk presented a letter to the committee for bereavement leave regarding a recent death in her family. Letter attached

Acting Town Clerk left the meeting at 4:37pm and returned at 4:40pm

Committee members discussed the letter and how her situation is very common now in today's society and affects many families.

❖ Clerk left the meeting at 8:45 PM while discussion took place and returned at 8:47 PM.

2018-134

Jacobs/Hamlyn

Resolved that the Acting Town Clerk be granted 3 days paid bereavement leave for the death of her sister. Further resolved that an amendment be added to the HR Policy, section 11.(a) (.i) to include 3 days paid bereavement leave to other parental/legal guardians and their immediate family members.

Resolution Carried. In favour 8. Against 0.

2. Temporary Call-In Receptionist/Administrative Assistant

The Committee reviewed the resumes. It was determined that interviews would be conducted on Friday afternoon, May 11 with 4 candidates.

1. Amy Reardon
2. Evan Parsons
3. Alicia Penton
4. Melissa Collins

Councillor Hamlyn, Councillor Jacobs and Acting Town Clerk will be available to do interviews. Acting Town Clerk will set up appointments.

3. Request for Community Grants

1. Stag Harbour Firettes

2018-135

Jacobs/Hamlyn

Resolved that the Stag Harbour Firettes be approved for a \$500 grant to help offset expenses for the annual 1-day festival.

Resolution Carried. In favour 8. Against 0.

2. Stag Harbour Recreation Commission

2018-136

Jacobs/Hamlyn

Resolved that the Stag Harbour Recreation Commission be approved for a \$500 grant to help beautify their community with picnic tables, chairs and planter boxes.

Resolution Carried. In favour 8. Against 0.

3. Communities in Bloom – Andrew Shea

2018-137

Jacobs/Hamlyn

Resolved that the Communities in Bloom grant not be approved for a Community Grant. Funding is being approved to another committee that will provide community beautification for Fogo.

Resolution Defeated. In favour 3. Against 5. Mayor Collins, Deputy Mayor Torraville, Councilor Rowe, Councilor T. Hart and Councilor W. Hart were against the resolution.

Further discussion took place. Communities in Bloom has been on-going Fogo for many years and is now helping to promote Fogo Island on an international level. This committee also helps in beautifying the community of Fogo as they help keep the community neat and clean for their review by the organization. Grant is to be used for expenses incurred from registration fee to enter the contest, transportation cost and lodging for Judges when they come to the island to review the community of Fogo.

2018-138

T. Hart/W. Hart

Resolved that the Communities in Bloom be approved for a \$500.00 grant to help cover some of the cost incurred to compete in the contest.

Resolution Carried. In favour 5. Against 3. Councilor Hamlyn, Councilor Jacobs and Councilor Burns were against the resolution.

4. Bleak House Museum – Bank Statement

2018-139

Jacobs/Hamlyn

Resolved that the Bleak House Museum Association be approved for a \$500 grant to help with community beautification in Fogo.

Resolution Carried. In favour 7. Against 1. Councilor Burns was against the resolution.

2018-140

Jacobs/Hamlyn

Resolved that Community Grants be limited to \$500 per group per year beginning next year.

Resolution Carried. In favour 8. Against 0.

4. Policy Review

The Committee reviewed the policies below.

1. Office/Workplace Coverage
2. Damage Caused by Town Forces or Equipment
3. Policies and Procedures
4. Contract Work
5. Property Damage Due to Snow Clearing and Town Repairs
6. Self Contained Breathing Apparatuses
7. Water & Sewer Call-Outs
8. Water Call-Outs
9. Water & Sewer Service Connections
10. Water Line Flushing
11. Utility Cuts in Municipal Streets

2018-141

Jacobs/Hamlyn

Resolved that the above policies be adopted by Council. All policies are attached.
Resolution Carried. In favour 8. Against 0.

Not-for-Profit Organizations

Committee discussed the tax rates imposed on not-for-profit organizations and the affects they have on different organizations.

2018-142

Jacobs/Hamlyn

Resolved that the taxes for Not-for-Profit Organizations remain as they are, they cannot be considered on at case by case basis. Some consideration will have to be discussed for the next year's budget.

Resolution Carried. In favour 6. Against 2. Councilor Burns and Councilor W. Hart were against the resolution.

Meeting adjourned at 6:50 P.M.

5.7 Finance

No committee meeting was held.

6. Administration

6.1 Council Packages – Electronic Format

Regular council meeting and committee meeting packages require a lot of paper and can be costly to the Town; with today's changing technology many towns are now using iPad's to help reduce this cost.

2018-143

Burns/Torraville

Resolved to have management prepare a cost analysis on leasing iPad's for preparation of meeting packages for Councilors and Staff.

Resolution Carried. In favour 8. Against 0.

6.2 Committee Meetings

Council discussed the purpose of committee meetings and how many issues are just being reiterated again at the regular council meeting and tend to prolong the regular meeting. Currently there are 8 committees of council with some committees like Public Works, Finance, Fire Services and Human Resources being more involved than the other committees. Some councilors felt that committee meetings should be cancelled and bring all issues forward at the regular council meeting.

2018-144

T. Hart/Burns

Resolved to abolish all committee meetings and proceed with 2 regular council meetings per month, biweekly.

Resolution Defeated. In favour 4. Against 4. Mayor Collins, Councilor Hamlyn, Councilor Jacobs and Councilor Rowe were against the resolution.

7. Correspondence

7.1 Letter from Concerned Resident, Joe Batt's Arm – World Ocean's Day

Letter was addressed by Council.

7.2 Prime Consultant Agreement – Iceberg Arena

Letter was addressed by Council.

7.3 Update – MNL Symposium

Mayor Collins and Councilor Jacobs attended the MNL Symposium and found it to be very informative. Councilor Jacobs gave a brief update on Asset Management, Take Charge – Alternative Energy & Savings Program by Hydro and Co-operative Education by Memorial University. These are all programs that we should take advantage off.

7.4 Asset Management Training

Training is being provided for both Councilors and Staff by AIM Network to guide Municipalities through the key steps in planning and getting the process started.

2018-145

Jacobs/Burns

Resolved that 2 members of Management Staff attend the Asset Management Training in Grand Falls on June 19th, 2018.

Resolution Carried. In favour 8. Against 0.

7.5 Update – Meeting in Twillingate – Scott Simms & Coast Guard Re: Life Boat Station & Manolis L

Mayor Collins attended this meeting. New life boat station in Twillingate is well underway with the new vessel being over 70 feet long. The extraction of oil from the Manolis L will cost approximately \$15 million dollars and there is about 17% of the fuel remaining inside the boat.

7.6 Canadian Mental Health Association – Mental Health Week, 2018

Letter was addressed by Council.

7.7 Letter – Harty Engineering Consultants Ltd - Green's Lane Water & Sewer Project

Letter was addressed by Council.

7.8 Immigration Strategy

Council discussed the new strategy and the many issues faced by employers when hiring. There is an information session taking place at the Government Service Centre on Gander on Thursday, May 31st at 9:00 AM. Councilor Burns may attend the session as he plans to be passing through Gander on that day.

7.9 Email – Lynn Lyver-Sparkes - World Ball Hockey Championships

Brent Broaders from Tilting is participating in the World Ball Hockey Championships at the Glacier. He is one of eight players from Newfoundland playing for Team Canada. They are preparing a program booklet and wondering if the Town would like to place an ad.

2018-146

T. Hart/Jacobs

Resolved that the Town will place a Patron Ad in the program booklet for the World Ball Hockey Championship at the cost of \$100.00.

Resolution Carried. In favour 8. Against 0.

8.0 Update – Economic Development Partnership

Mayor provided an update on the last Economic Development Partnership meeting. Representation from all three parties was at the meeting. With no further financial commitment involved, all three parties agreed that they can still work together as one to help Fogo Island progress with economic development.

❖ Councilor Hamlyn left the meeting at 10:23 PM via telephone.

8. New Business

8.1 Letter from Edmund Reardon Re: Spring Cleanup

During Spring Cleanup in Tilting, town workers took a 100-gallon fuel tank that he had converted into a holding tank and some pipe fittings that he planned on using for driveway sealing equipment. Items were taken by mistake as they were by the side of his driveway and they thought it was for cleanup. The fuel tank was retrieved from the Transfer Station, but the fittings were still missing.

Council request that staff talk to Mr. Reardon and have him prepare a list of parts missing and the associated costs of replacement.

8.2 Community Grant Application – Deep Bay Community Committee Inc

- ❖ Councilor William Hart left the meeting at 10:25 PM due to conflict of interest.

2018-147

Jacobs/ T. Hart

Resolved that the Deep Bay Community Committee be approved for a \$500 grant to help with community beautification in Deep Bay.

Resolution Carried. In favour 6. Against 0.

- ❖ Councilor William Hart returned to the meeting at 10:28 PM.

9. Date of Next Regular Meeting:

Privileged Meeting – June 26, 2018 at 6:30 PM (If required)

Regular Meeting – June 26, 2018 at 7:00 PM

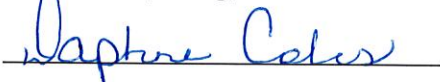
11. Adjournment:

2018-148

Jacobs

Resolved the meeting be adjourned at 10:30 PM.

Daphne Coles
Town Clerk (Acting)



Wayne Collins
Mayor



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

Councillors Present:

Mayor Wayne Collins
Councillor Curtis Burns
Councillor Scottie Hart
Councillor Samuel Rowe

Deputy Mayor Paul Torraville
Councillor Sheldon Hamlyn
Councillor Tracey Hart
Councillor William Hart

Staff:

Daphne Coles, Town Clerk (Acting)

Absent:

Councillor Barbara Jacobs - Vacation

1. Call to Order:

Mayor Collins welcomed everyone and called the meeting to order at 6:57 PM.

2. Transparency and Public Accountability

Council discussed the privileged meeting on May 17th with Knightsbridge Recruiting Firm. All discussions at that privileged meetings were based on a consensus of Council and any decisions made were brought forward and passed at a Special Meeting of Council held on May 22, 2017.

2018-149

Burns/Hart

Resolved that the members of Council for the Town of Fogo Island shall not pass any motions in a privileged meeting that are affecting the Town as per Section 213(3) of the Municipalities Act.

Resolution Defeated. In favour 4. Against 4. Mayor Collins, Deputy Mayor Torraville, Councillor Hamlyn and Councillor Rowe were against the resolution.

Further discussion took place on the selection process. All members of the hiring committee signed a confidentiality agreement when the process began and before the final decision was made on May 17th all Councillors attending that privileged meeting had to sign a confidentiality agreement. Knightsbridge Recruiting Firm holds all files regarding this hiring process.

2018-150

Burns/Hart

Resolved that the all information from the report of Knightsbridge Recruiting Firm be disclosed to all members of council and be made public.

Resolution Defeated. In favour 3. Against 5. Mayor Collins, Deputy Mayor Torraville, Councillor Hamlyn, Councillor S. Hart and Councillor Rowe were against the resolution.

3. Transparent Salary Scales for all Town Employees

2018-151

Burns/Hart

Resolved that all salary ranges for all employees with the Town of Fogo Island be made public. Resolution Defeated. In favour 3. Against 5. Mayor Collins, Deputy Mayor Torraville, Councillor Hamlyn, Councillor S. Hart and Councillor Rowe were against the resolution.

All employee salary ranges are public knowledge and anyone can request this information.

4. Town of Fogo Island Rules of Procedure

A Hiring Policy is in place with the Town. Within this policy the Hiring Committee is set up depending on the position to be filled. The Mayor is permitted to sit on the Hiring Committee if he/she so desires, whereas the Mayor is not permitted to sit on any the Special Committees but can attend the meetings.

2018-152

Burns/Hart

Resolved that the Hiring Committee be declared a Special Committee of Council.
Resolution Defeated. In favour 2. Against 5. Mayor Collins, Deputy Mayor Torrville, Councillor Hamlyn, Councillor S. Hart, Councilor T. Hart and Councillor Rowe were against the resolution.

5. Conflict of Interest. Real or Perceived

Council discussed the terms for Conflict of Interest.

- ❖ Council entered into a Privileged Meeting session from 7:35 PM to 7:38 PM and requested that the attending public leave the room during this time.
- ❖ Mayor Collins left the meeting at 7:38 PM due to conflict of interest. Deputy Mayor Torrville took over Chair for the meeting.

2018-153

Burns/Hart

Resolved that the Mayor be declared as being in a Perceived Conflict of Interest with the Superintendent of Public Works and should not participate in any Human Resource related issues pertaining to this worker.

Resolution Defeated. In favour 3. Against 4. Deputy Mayor Torrville, Councillor Hamlyn, Councillor S. Hart, and Councillor Rowe were against the resolution.

- ❖ Mayor Collins returned to the meeting at 7:50 PM and resumed the position of Chair.

6. Tourism

Councilors are getting many complaints about some of the work for tourism not being done this year and the tourism season is now very busy. There are many visitors coming to the island already, many of our museums are not open and sites are not prepared with picnic tables and garbage bins. The Town has hired a Maintenance Worker and some of the maintenance on our buildings is still not complete. The Visitor Information Centre isn't open yet and the brochures are not distributed to our businesses and heritage buildings yet.

Students won't be hired until the last of June and the JCP isn't approved yet so there aren't any workers to staff the museums.

2018-154

T. Hart/S. Hart

Resolved that the Director of Tourism, Culture and Heritage hire temporary workers to help out in our museums until the students are hired.

Resolution Carried. In favour 8. Against 0.


7. Adjournment:

2018-155

Burns

Resolved the meeting be adjourned at 8:10 PM.

Daphne Coles
Town Clerk (Acting)



Wayne Collins
Mayor



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

Councillors Present:

Mayor Wayne Collins

Councillor Sheldon Hamlyn

Councillor Tracey Hart

Councillor William Hart

Deputy Mayor Paul Torrville

Councillor Scottie Hart

Councillor Samuel Rowe

Staff:

Daphne Coles, Town Clerk (Acting)

Also Present:

Mr. Derrick Bragg - MHA Fogo Island/Cape Freels

Hon. Andrew Parsons - Minister of Municipal Affairs and Environment

Absent:

Councillor Barbara Jacobs - Vacation

Councillor Curtis Burns - Prior Commitment

1. Call to Order:

Mayor Collins called the meeting to order at 7:00 PM, welcomed everyone to the meeting and provided a brief overall on amalgamation and some of the issues we have had with acquiring funding since then.

2. Review 2018 MCW request. – Council provided a brief overview of the priority list

Priority 1 - Fogo Island Municipal Complex - Approximate cost of \$6,595,681.26.

Plans for building has changed as a central Fire Station wasn't recommended in Emergency Management & Training Inc report. Municipal Building may now include Town Office and Fire Department Training Center. New community hall may have to be on hold with the increased cost amounts.

Fire and Emergency Services in St. John's did not see the Emergency and Management Training report for review, so there won't be any approval from that Department if they don't see all the criteria. Minister Parsons will ensure that the Fire and Emergency Services Department get the information from the report. Minister Parsons further recommends that the Town should first decide what direction they are taking for Fire Services for Fogo Island. Then decide what they want in a new building and make sure that the application is submitted for the next round of Municipal Capital Works Funding in September.

Priority 2 - Barr'd Islands W/S – Phase 3 - Approximate cost of \$2,556,552.53.

This phase is for Hewitt's Point Road, former Town of JBS by-passed this area. Project will service 25 homes with water and sewer and 11 homes with water only. Road is in poor condition as the town has been delaying major road maintenance pending Capital Works approval.

Minister Parsons recommends that the Town make sure that the application is submitted for the next round of Municipal Capital Works Funding in September.

Priority 3 - Iceberg Arena Roof Insulation – Approximate cost of \$300,000.00

Stadium has major problem with condensation, water drops to the ice surface from the ceiling. There have been days in the Fall that operations were cancelled with the changes in outside temperature.

MHA Bragg suggested that the Town look at installing a dehumidifier system, this is what other towns have used, insulation may not take care of the problem.

Priority 4 - Stag Harbour W/S – 3 Phases – Approximate cost of \$9,000,000.00

Cost is very high. Phase 1 will service 22 homes, Phase 2 will service 45 homes and Phase 3 will service 37 homes.

Minister Parsons recommended that the Town decide where this will place on the priority list for their funding and make sure that the application is submitted for the next round of Municipal Capital Works Funding in September.

Priority 5 - Splash Pad, cost to be determined.

With the new swimming pool initiative, this may not be pursued.

Priority 6 - Seldom Upgrades Water System/Pumps, cost to be determined.

This project is no longer a necessity with the new salt water pumps installed at the Shrimp Plant

3. Fogo Island Fire Services Report.

In November 2017, a report was completed by EMT(Emergency Management & Training Inc.). Many recommendations were identified, however the expectations of a new Central Fire Station wasn't one of them. Response time was the prevailing concern as there is no Volunteer Fireman living in our Central area. To have a Central Station would require the employment of six or eight firefighters. The approximate cost would be \$400,000.00 annually. The recommendation to Council is to maintain the existing three larger stations (Seldom, Fogo, and JBS). Presently the engineering firm (Stantec) is doing an assessment to determine the improvements and cost associated with the necessary upgrades.

Minister recommended that the Town decide what direction they are taking for Fire Services for Fogo Island whether this be with 3 Stations – Seldom, Fogo and JBS or one central Fire Station

4. JBS land issue— Joe Batt,s Arm, Barrd Islands, and Shoal Bay Fire Station/Community Hall.

Council provided a brief overview of the land issue. In 1985 the former Town of JBS entered into a 25 year lease agreement with the Anglican Church of JBS for land that the Fire Hall/Community Hall was located. Two years prior to the end of the agreement, the Church sold the same parcel of land to Shorefast Foundation. The former Town of JBS did enter into a verbal agreement with Shorefast Foundation whereby the land could continue to be used by the Town as long as the buildings were being used for the Fire Station/Community Hall. Now we are upon the need to improve or maintain the Fire Station whereby Shorefast Foundation owns the land. Council has been advised by our Legal team to enter into an agreement with Shorefast for a long term lease supported by legal documentation. With the requirement for Government funding to improve this building, would Government support our Town financially under conditions of this nature.

Minister Parsons will make further inquiries on this and get back to Council. Instances have occurred where the funding is approved under these conditions. It would be in the Town's best interest to keep the agreement with Shorefast Foundation and have a lawyer prepare legal documentation.

5. Fogo Water Supply.

The Town of Fogo Island have been attempting to improve the quality of water in the community of Fogo. Recent expenditures in the area of approximately \$200,000.00 we have incurred to extend the main water line out in the pond to an increased depth of water.

This initiative we thought would improve the discoloration and eliminate the mud that continues to come through the system. In addition to the above noted expenditures we have had divers out on different occasions to observe the line for possible breaks and/or issues with the intake valve. Council has exhausted all possibilities within our financial capability.

Council request that Government try to assist us with the engagement of an engineering firm to assess this emergency issue and hopefully arrive at a viable recommendation to correct the problem.

Minister Parsons will make further inquiries within his department and provide us with some engineering firms that specialize in water treatment issues.

6. Other.

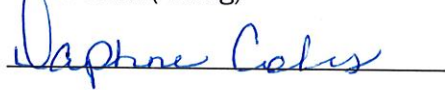
Capital Funding

Mayor reviewed the Municipal Capital Works Projects that the Town has received since amalgamation, the Gas Tax Expenditures and all the major equipment purchases that the Town has incurred from their own finances.

Adjournment:

Meeting be adjourned at 9:40 PM.

Daphne Coles
Town Clerk (Acting)



Wayne Collins
Mayor



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

Councillors Present:

Mayor Wayne Collins
Councillor Curtis Burns
Councillor Scottie Hart
Councillor William Hart

Deputy Mayor Paul Torraville
Councillor Samuel Rowe
Councillor Tracey Hart

Staff:

Amanda McGrath, Clerk/Town Manager

Daphne Coles, Administrative Assistant

Absent:

Councillor Barbara Jacobs

Councillor Sheldon Hamlyn

1. Call to Order:

Mayor Collins welcomed everyone and called the meeting to order at 7:05 PM.

2. Agenda:

2018-156

W. Hart/S. Hart

Resolved that the agenda be adopted as presented with the following addition:

7.5 Email – Lola Sheppard, Professor Associate, University of Waterloo

Resolution Carried. In favour 7. Against 0.

3. Minutes:

2018-157

Torraville/W. Hart

Resolved that the minutes of May 29th, 2018 be adopted as presented.

Resolution Carried. In favour 7. Against 0.

2018-158

W. Hart/Rowe

Resolved that the minutes of June 11th, 2018 be adopted as presented.

Resolution Carried. In favour 7. Against 0.

2018-159

Burns/W. Hart

Resolved that the minutes of June 13th, 2018 be adopted as presented.

Resolution Carried. In favour 7. Against 0.

4. Business Arising:

June 11th, 2018 – Some discussion occurred regarding approvals for salaries and the new positions created for the Town of Fogo Island.

June 13th, 2018 – Town received a new report from Stantec since the meeting with Hon. Andrew Parsons, Minister of Municipal Affairs and Environment and MHA Derrick Bragg. The report hasn't been reviewed by Council yet and a decision needs to be made soon.

Council agreed to set up a special meeting in the next week to discuss the report.

5. Committee Reports

5.1 Transportation Committee

A meeting of the Transportation Committee was held in the Council Chambers at 7:40 PM, on June 20, 2018. The following were in attendance: Committee Chairperson, Deputy Mayor Paul

Torraville, Councilor Samuel Rowe, and Daphne Coles, Town Clerk (Acting). Absent was Councilor William Hart.

The following items were discussed:

5.1.1 Proposed 2 Ferry Schedule

Committee reviewed the proposed schedule. Vessel maintenance for the Veteran is taking place on Sunday morning at 7:00 AM as discussed in the meeting with Glenn Tremblett but the boat will not be back in service until the 2:00 PM crossing. Initially the boat was to be back in service for the 10:00 AM crossing.

Staff emailed Mr. Tremblett to inquire why this has changed and what will be taking so long to perform the maintenance on the Veteran. Mr. Tremblett has read the email but did not reply.

5.1.2 Camera System

Camera's not installed yet at the wharves. Inquired about the internet at Farewell. This was discussed at the meeting with Glenn Tremblett and he said it would be rather costly to have the internet installed there.

Staff emailed Mr. Tremblett for an update but he hasn't replied.

5.1.3 Priority for Freight Truck

Freight Trucking Company made a request to the committee to help get priority for his freight truck on the ferry. He now has a freight truck coming to the island one day a week and would be using the same crossing to the island on that day.

Request was declined. Freight Truck will use the "first come, first serve" basis as other users and use the ferry lineup.

5.2 Tourism

No tourism committee meeting held this month. The following report was prepared by the Director.

5.2.1 Communications

- A letter will be sent to Patricia Lynch regarding her concerns for tourism in Island Harbour.
- With trail expansion in this area, we must complete Phase 1 and consolidate the trails we currently operate before moving on to more ambitious projects such as expansions and taking on additional trails. However, this could be something the Town does in the future, but no firm commitments can be made as the nature of these projects lean heavily on funding with federal and provincial partners.
- Picnic tables and garbage bins in Island Harbour that were left out over the winter, staff will make sure those are properly taken care of come the season end.
- The Welcome Sign and other questions of development will be discussed at a proper committee meeting.

- Fogo concerns are currently being addressed as weather permits. The sign in Lock's Cove does need to be replaced and the original details need to be found to have a sign graphic made.
- Story Boards will be put up as soon as physically able. Staff has finished the windows that can be fixed at the Bleak House and made the back window more presentable, as a new frame is being made.
- At the Experience Fogo site we will be looking into getting new lobster pots and other things of that nature using the leftover money.
- No Overnight Parking Signs cost \$78.95 plus HST including delivery and the size is 18" x 24". Six will probably be need (4 for Fogo, 1 for Turpin's Trail, Sandy Cove and 1 for Stag Harbour VIC).
- In the interim a worker has been hired to help the Museum Co-ordinator with the museums in Fogo until the students are hired.

5.2.2 Charging for Museums

- As there was no meeting, this item was not discussed. The Director feels that this would not be the best choice. While there is an exception to every rule, generally our most popular museums are at trail heads, or they come to our museums on a rainy day as an alternative tourism activity. These are neither good nor bad outcomes, but putting a price on that complicates things, we risk alienating our consumer base. The Director suggested creating more "our museums run on donations" signs.
- Council suggested that the Director should do a survey of surrounding communities to find out if they are charging fees to tour museums.

5.2.3 Community Garden

A good portion of the community garden is now regulated and fair. It has been communicated to all plot owners, that next year the existing plots will be made approximately the same size and divided equally to roughly 30' X 30' (or some variation that equals the same amount of square footage). For this year the plots have been tilled, staked, lined off, and numbered. It would be beneficial for the Human Resource and Policy Committee to create a policy around what governs the community garden, including: code of conduct, when you can prepare your plot (i.e. after the Town has tilled and numbered), and how the plots are divided up.

Woodpile: The wood is almost all removed, and they have until July 7th at Midnight to have it moved. The gentlemen were quick to start, which is hugely appreciated by the Town.

5.2.4 Tourism Support Worker

- An application for a Tourism Support Worker has been submitted and the Director is also looking into funding from the Conservation Corps Newfoundland and Labrador (CCNL) for an internship.
- If the CCNL application is approved, it will cost the Town \$3000 but all wages over and above this amount will be covered: approval is needed from Council. The position with CCNL would be for a Student, duties will include looking at all the artifacts and buildings we have, assess what we have, how many we have and what quality of items we have, to see if we can make improvements in our collecting. Essentially they will be gathering data to allow the Town to formulate an opinion.

5.3 Recreation and Special Events Committee

A meeting of the Recreation and Special Events Committee was held in the Stadium Meeting Room at 7:00 pm with the following present, Director Colette Wells – Coish, Councillor Tracey Hart, Councillor Scottie Hart and Councillor William Hart.

The Following items were discussed:

5.3.1 Maintenance

The first site visit was completed on June 13th by Harold Fowler of Core Engineering for the stadium upgrades project. Present was the Recreation Director, Superintendent of Public Works, and the Stadium Maintenance Worker. A report will be completed by Harold Fowler, P. Eng. and sent for approval. The work will go to tender after this is completed. The committee feels this process is taking longer than anticipated and has concerns that the completion of this project will delay ice preparation. Approximate date for the project to go out to public tender is the first week of July and delivery time on parts is 3 months.

5.3.2 Swimming Pool Project

The Town engineer reviewed the front of the stadium as a possible area, but the space available wasn't suitable. Another site for the pool is being reviewed at the back end of the Stadium. The engineering cost, and total project cost associated with this project

need to be determined before we proceed. The pool committee has received their incorporated status, and are officially The Fogo Island Pool Committee Inc.

5.3.3 Playground Repairs and Basketball Pads

Inspections have been done of the five playgrounds around the island. Repairs are being done, and there are changes being made. There are playground signs being placed in our 5 existing play areas and additional signs will be ordered this summer. Replacement equipment pieces are being ordered and each area will see upgrades. There is pea stone coming for Seldom playground. The basketball pad near the playground in Fogo was looked at and is in good condition.

The cement pad located on Country Road has been brought to the Director's attention. A resident is willing to take the area and maintain it if the town would consider signing it over. It was estimated to cost \$1,500.00 to complete the work needed in this second play pad.

2018-160

T. Hart/S. Hart

Resolved that the resident be permitted to do the necessary repairs at their own cost on the cement pad located at Country Road, Fogo, but the area will remain the property of the Town. Resolution Carried. In favour 7. Against 0.

The Director has met with representatives of some community groups, arrangements have been made to meet with others to inform them of funding opportunities and playground responsibilities in our areas. The Director outlines we do not have the staff to do all the necessary work that is required in our areas.

There has been further information provided on the school playground project from Principal Jeff Neil. Tender for playground equipment is submitted to the district and should be awarded by early July. Area being used will be approximately 65'x65' and will need to be excavated 12" inches deep into the ground for pea stone. Anticipated installation date for the equipment is towards the end of August. They are requesting that the Town have the excavation area completed by the first week of August.

Council is requesting that before any work is done by the Town; the Director needs to have an agreement in place with the School that the playground will be open for public use.

5.3.4 Programs

- There is funding approved to do the Food and Fun Camp. There will be 2 students hired. - There were 2 students awarded under Canada Summer Jobs to do Summer Camp Programs.
- Provincial students have not been awarded yet, they have been applied for.

5.3.5 Events

- Garden Days- event held at the stadium on June 13th- planting and information on composting.
- Partnering with the school for annual Sports Day, – our recreation department received funding to partner with a community group to promote healthy eating and physical activity. This is considered a "PLAY DAY" – June 22nd.
- Canada Day Bingo – Tuesday June 26th
- Teeny Bopper Dance – Thursday June 28th
- Canada Day, Sunday July 1st - plans have started and there will be extra activities on site this year, a bike rodeo, in conjunction with Family Resource Centre, as well as fireworks at night.
- Seniors Garden Party – July 11th.

5.3.6 Other

- The Director has been in contact with Eric Skinner and Jack Livingston who are bringing bands to smaller towns. There are tentative dates, but nothing definite; Fogo Island has been included in their plans. This is the same group that brought Trooper, and they have special agreements for rural areas.
- The Director has booked holiday time from July 23-31st. It was recently brought to our attention time sheets are being reviewed. The Director position is a salary based position with 40 hours per week. The hours worked over for meetings or special events have in the past been accumulated and days in lieu were occasionally honored. The committee discussed this and feels it worked in the past and it should remain the same. The Director indicated special events require planning time, and extra hours are required when events are on weekends or evenings. In addition, the Director has attended additional meetings with new groups, and community involvement for the Director is important. It is providing services and new possibilities to our residents.
- The Director suggested placing a Butt Stop 50 ft. from main entrance at the stadium. The committee suggests this item be placed in this appropriate area to help keep the area clean.
- The Director suggested a new Policy implemented for "wheelies and rollerblades"

2018-161

S. Hart/T. Hart

Resolved that the Town of Fogo Island adopt the policy that "Wheelies, Wheelguards, or any other type of footwear that has wheels are NOT permitted inside the Iceberg Arena"

Resolution Carried. In favour 7. Against 0.

- Farmer's Market – The Director attended a meeting in the Shorefast Fisherman's lodge workshop May 23– they are planning another meeting for this week Wednesday June 20th at 5pm at the geology Centre. They have a presenter from Clarendville coming to give more details on this idea.
- Island Harbour committee express concerns, discuss. The committee felt this letter should be discussed further by Council before any decisions are made.
- The Director mentioned the Pavement in the stadium parking lot has never been sealed or protected. The price will be reviewed and the Committee felt it should be sealed this summer.
- The Director indicated an additional exit in ice plant as escape in event of ammonia leak is necessary. This will be reviewed and put in place as soon as possible. Also any other safety concerns will be installed as deemed necessary.
- Lighting in all dressing rooms, washrooms, EXITS, are becoming a problem it is recommended to change out ballast to LED and possibly apply under TAKE CHARGE – HYDRO for a program and rebate.
- The kindergarten Graduation occurred on June 7th. This was a great event and the space seemed to be accommodating.
- Recommends the Town have an appreciation and awards night once a year to recognize youth achievement, in athletics.

5.4 Fire Services and Public Safety

A meeting of the Fire Services and Public Safety Committee was held in the Council Chambers at 7:03 PM on June 20th, 2018. The meeting was chaired by Deputy Mayor Paul Torrville and others in attendance were Councillor Sam Rowe, and Daphne Coles, Town Clerk (Acting). Absent was Councillor William Hart.

The following items were discussed:

5.4.1 Posting and Hiring of New Fire Chief

- The Clerk had updated the Job Description and Job Ad and emailed it in to Linus Tremblett, Fire Protection Officer, Fire Services Division, Department of Municipal Affairs and Environment, for

his review since mid-May. Staff emailed Mr. Tremblett again today for an update on his review but didn't get a reply.

- Deputy Mayor Torraville spoke with Mr. Tremblett earlier today and he has briefly looked at the Job Description.

5.4.2 Discussion on 3 Fire Halls vs One Fire Hall and the Need for Public Input

- Committee members have spoken with some of the Firemen about the combination of fire services for Fogo Island. Many firemen feel there should be some public input on this before a decision is made.

- Council recommended that all Councilors should have a copy of the latest report from Stantec for review and a Special meeting will be held in the next week or so for discussion.

5.4.3 Training

- Committee has some concerns about whether the proper training is provided to new members. All new members are required to complete the Basic Firemen's Training Course. If a new member is injured during a callout and no training has been provided they may not be covered under insurance.

- When the Committee meets with the Fire Chiefs from all Fire Departments to discuss the Stantec Report on the Fire Halls they will discuss training at that time.

5.4.4 Fire Truck Maintenance

- At a recent meeting of Council it was noted that the Fire Trucks in JBS and Fogo require maintenance by a certified technician. Linus Tremblett was contacted and he forwarded our request to Central Technical Services in Bishop Falls. Fire Chiefs have been forwarded the contact information.

- Fogo Fire Chief, Darryl Hart has been in contact with a technician, they are preparing a quote to come to the island to check the Fire Trucks.

5.4.5 eDispatch System

- This system will be an addition to our pager system and will alert our Firemen that an emergency call is in progress by notifying them via cell phone, landlines, or other wireless devices by text, voice and app notifications. It will provide a wider area range as pagers are only limited to our community. The Musgrave Harbour Fire Department is using this system and have 20 pagers connected for approximately \$1600.00/yr. Cost may vary depending on the number of units connected.

- Council recommended that one of the Fire Departments try the one-month free trial use of the eDispatch System and they can decide which Department would be best. eDispatch System will require internet, there may be internet service at the JBS Community Hall so they may try it with the JBS Fire Department.

5.4.6 Small Airport Fire Training

- It's been many years since this training was done on the island. With Evas Air setting up regular flights to the Airstrip Fire Departments need to do this training again.

- Staff has sent the request for Small Airport Fire Training to Linus Tremblett. An Instructor will be required to come to the island as this is a 2-day course. Two to three Firemen will be chosen from each department to complete the training, as it would be impossible to train everyone in one session

5.4.7 Inspections

- Building inspections are required for many Fire and Emergency Life Permits. Sometimes these inspections require several visits before it is approved. With only one person doing these inspections it is very time-consuming especially while working and many inspections are being left undone or take a long time to complete.

- Council requested that Staff check with Linus Tremblett to see if there is an Inspector available that will come to the island and do the Fire and Life Safety inspections and the applications will then go through the Town Office.

5.4.8 Purchase Request from Seldom-Little Seldom Fire Department

This past March Seldom-Little Seldom completed a Cold Water Rescue Training Course. In order to perform this training proper equipment is needed. Seldom-Little Seldom is requesting funding to purchase the proper equipment. Cost quote of \$11, 575.00 plus HST from Safety Source Ltd is provided. Council discussed the cost and the importance of the equipment now that training has been done.

2018-162

Torraville/Rowe

Resolved that the Town apply for government funding to purchase the equipment required for Cold Water Rescue as requested by Seldom-Little Seldom Fire Department.

Resolution Carried. In favour 7. Against 0.

5.4.9 Finance Statement from Tilting Fire Department

Finance statement addressed by Council.

5.4.10 New Member Application – Tilting Fire Department

Committee reviewed new application. Two members of their Fire Department have retired.

Council requested Staff to check for the number of members currently on the department, if they are below the 20 members then they can accept the new member.

5.5 Public Works

A meeting of the Public Works Committee was held in the Council Chambers on June 14, 2018 at 7.00 PM. The following were present, Councilor Samuel Rowe, Chair, Deputy Mayor, Paul Torraville, Councilor Scottie Hart, Daphne Coles, Town Clerk (Acting), Mark Penton, Superintendent of Public Works, and Darryl Hart, Maintenance Worker.

The following items were addressed:

5.5.1 Pump Houses

- Frequency drives for pumps in Joe Batt's Arm, Seldom, and Tilting have been received and all are installed.

5.5.2 Fogo Water Intake

New chain for the top of the intake at Freeman's Pond has not been ordered yet. The Superintendent will check this out.

5.5.3 Island Harbour Boat Launch – Quote from R & K Construction

George Squires was contacted to provide a full quote for the entire scope of work needed for the slipway.

5.5.4 Spring Cleanup

- Tender was later awarded to Fogo Island Construction Limited. After speaking with R & K Construction their bid was for one truck only per day, therefore Fogo Island Construction Limited was the lowest bidder.

- Committee would like to see new ideas for Spring Cleanup in 2019 as this is both costly and time consuming for the Town. The Superintendent of Public Works will look at the cost for this year and make recommendations for next year.

5.5.5 11 Mercer's Place, Fogo – Water line connected to fire hydrant

- Engineer Jim Harty has been contacted to do a cost estimate for this connection.

- Staff will check with the other property owners who have vacant lots in that area to find out what their development plans are.

5.5.6 Letter from Hydro – Tilting Fire Hall

Both electricians on the island were contacted for quote and LGR Electrical was the lowest bidder.

5.5.7 Lift station repair – Old hospital site, Fogo

Public Works Staff received two quotes. H & R Construction Ltd from Chapel Arm will be doing the repairs. Staff is waiting on date for repairs so they can make arrangements to have a Septic Vac Truck on site that day as well.

5.5.8 Salt Shed in Deep Bay

- Deep Bay Community Committee reported that nothing has been done with this building by the Fogo Island Co-operative Society.
- The Superintendent of Public Works reported that building was checked by Co-op staff and it is not feasible to repair. Siding is blowing off the building and the shores under the building are in poor condition. Children live and play in the area and the building poses a danger of collapsing. Council requested Staff check with the Superintendent to see if he has been in contact Mr. Barnes for an update on when building will be torn down. If no information is provided issue a Demolition Order, if necessary the Town will hire a contractor to take down the building and invoice the cost for the work to the Fogo Island Co-op.

5.5.9 Old Fire Truck in Deep Bay

- Deep Bay Community Committee reported that the truck is still by the side of the hall. Staff has been speaking with Cliff Rowe, he went to get the truck but the motor is seized up so he will not be taking the truck.
- Committee discussed the condition of the old truck that is out by the Town garage in Fogo that belong to the Island Harbour Fire Department. Truck isn't in working order and cannot be repaired.
- Council requested that the Superintendent hire a contractor to take the 2 trucks to the dump.

5.5.10 Old well house at end of Town Hall Road, Joe Batt's Arm

- The house over the well is in a poor condition. This was a government well with the old-fashioned hand pump that many residents used years ago to get drinking water.
- The Committee requested that Public Works Staff inspect the building and the well and do whatever needs to be done.

5.5.11 Quote from K & D Pratt

- Chlorination equipment at the Fogo Water Shed and the Chlorination Building on School Hill in Joe Batt's Arm were both installed by K & D Pratt. These systems haven't had a maintenance inspection for several years and the recommended frequency inspection is yearly. A quote was presented from K & D Pratt for the maintenance inspection on these 2 systems and training for staff. Staff also informed the Committee that at the Chlorination Building on School Hill the button for changing the chlorinator from automatic to manual is broke.
- Committee requested that Superintendent of Public Works get more information on this quote from K & D Pratt. Superintendent will also look at the chlorinator button to see if he can do the repairs.

5.5.12 Vehicle Maintenance

-The Superintendent informed the Committee that the Town's equipment is in need maintenance and some cannot be done by our staff. Trucks need wheel alignments, tires are worn on the inside.

- The Committee advised that the Superintendent use his own judgement on the repairs that need to be taken to the garage, use a garage on the island if the work can be done here, if not take the equipment to a garage off the island.

5.5.13 Retainer Rock Wall – Located by 2 Little Harbour Road, Fogo

Public works staff looked at the area and it looks like the retainer wall is under pressure and may have moved out. This retainer wall has been there for years, possibly when the water and sewer was installed or even earlier.

Public works staff will continue to monitor the area.

5.5.14 Letter from Gerald Walbourne

- The property across the street from his residence is in a dilapidated state, there is a car wreck at the front of the building and it is an eyesore. The problem with the smell from the dumping station still exists. Committee discussed previous work that has been done with the dumping station to try and solve this problem.

- Superintendent of Public Works looked at the dumping station and spoke with Mr. Walbourne, the smell is worse when the Vac Truck dumps sewer there. There is a vent already installed and he doesn't think there is anything that can be done. Council requested that when the Vac Truck is out again, maybe they can have him dump the sewer down in a manhole in a more suitable location. Another letter was received from Mr. Eugene Bailey about the condition of the building after the Public Works Committee meeting and it was discussed by Council as well.

- Council requested that Office Staff send out a letter to the property owner regarding the condition of the building and the old car wreck on the front of the building.

- The Committee also discussed the condition of the turnaround by the dumping station, shoulder of turnaround needs to be upgraded with material and potholes filled. Turnaround is owned by the property owner but the Town owns the dumping station and should keep it upgraded. Area is very dangerous when driving in with a trailer in tow.

- The turnaround for the dumping station has been upgraded with some fill material.

5.5.15 Letter from Paul Hurley – Oliver's Cove Road, Tilting

- Road is full of potholes, soft areas and culvert needs replacing just after the gardens. Road is not passable now by car, only by truck, therefore many residents with cars cannot access their gardens. Road is also used by many tourists and some have already done damage to their vehicles.

- Public works has assessed the road and to upgrade a culvert needed to be replaced and prepare the road surface with approximately 6 loads of fill. This will take about a week's work for the Town.

- Council agreed as this is a Town owned road it will have to be made passable and to go ahead with the assessed repair work.

5.5.16 Letter from Municipal Affairs and Environment – Approval to Award Tender – Green's Lane, Seldom

Letter was addressed by the committee. Tender for Green's Lane Water and Sewer Project was awarded to R & K Construction.

5.5.17 Update on Sewer Issue – 39 Little Harbour Road, Barr'd Islands

- The Superintendent provided update to committee. On Tuesday, June 12th the owners of the property contacted the Town regarding a blockage in their private sewer line. Public works staff visited the site that afternoon, used the sewer snake and found that the sewer line was crushed about 3 feet in from the outside shoulder of the road. It was reported that the sewer pipe was protected by a galvanized culvert and a portion of this got removed during Water Project. As a result of wave action the armour stone placed on the outside of the road to prevent the road from washing away by the former Town of JBS many years ago had moved. Town backhoe was brought

on site and the armour stone was too big to move with the Town equipment so a contractor was called in to pack the rocks back in and hopefully fine the blocked sewer line but they couldn't locate the pipe. At this time Superintendent informed the homeowner that this wasn't the Town's responsibility and any further work would have to be done on their behalf and incur their own expenses. Further road maintenance will be required by the Town to maintain the area where the pavement is removed.

- Council agreed to have the Superintendent review this issue with the Engineer that oversee the capital works project for the water to determine the cause of the damages and who is responsible, then make a recommendation to Council.

5.5.18 Update on Outfall Smoke Testing – Biomaxx

Workers from Biomaxx will be onsite Monday, June 25 to begin the Outfall Smoke Testing.

Notices will have to be put out to residents on the outfalls affected and fire departments need to be contacted.

5.5.19 Update on Stadium Capital Works Upgrades

- Superintendent of Public works provided an update. The site inspection was completed Wednesday morning, June 13th, by Harold Fowler, of Core Engineering. There will be a report prepared from this visit that will be sent to the Town and Wilfred Maloney of Municipal Affairs for review before the project work is sent to tender. Committee discussed the work to be completed in the project and the importance to have this work done by early October so the ice surface can be prepared without delays.

- Committee recommends that the Town review the Tender before it goes public and a request be made to include in the tender contract that all work be completed by October 10th, 2018 to avoid delays in preparing the ice surface for this season. Committee also discussed the Superintendent's knowledge of the stadium equipment and required maintenance.

- Council agreed that Superintendent of Public Works should oversee stadium maintenance.

5.5.20 Land for Subdivision

Committee discussed how hard it is to acquire land within our communities to build new homes. Many municipalities are acquiring land from Crown Lands to use for subdivisions to help solve this problem. Municipalities can acquire land much easier and cheaper than local Contractor's, in turn these subdivisions could be sold to contractors to develop.

2018-163

Rowe/S. Hart

Resolved that the Town of Fogo Island acquire vacant land for the use of development of subdivisions.

Resolution Carried. In favour 7. Against 0.

5.5.21 Other

Central Newfoundland Waste Management

Mayor provided a brief report on the last meeting. CNWM is still in ongoing meetings with the Western region to persuade them to bring their garbage to central. No agreement has been signed yet. If the Western region agreed to come on board, the tipping fee could possibly be reduced to \$80.00 per tonne. Currently the Town is paying \$136.00 per tonne and \$79.00 of this fee is allocated for household collection fee.

5.6 Policy and Human Resources

A meeting of the Policy and Human Resources Committee was held in the Council Chambers at 4:30 PM. In attendance were Committee Chair, Councillor Barbara Jacobs, Councillor Sheldon Hamlyn and Daphne Coles, Town Clerk (Acting). Absent from meeting was Councillor Scottie Hart

The following items were discussed:

5.6.1 Climate Change Staff Grants

This program involves new grants to help supplement salaries to enable municipalities to hire staff working on climate change programs. Funding is available for small municipalities and asset management program can be covered. Deadline for applications is June 29, 2018. The Committee recommends that this be referred to Management Staff for completion once the Asset Management Training is complete.

5.6.2 Employee Evaluations

Employee performance should be evaluated periodically for both Management and Staff. An evaluation form must be completed by both the employee and the employer and then both sit down together to discuss. This is a good way to determine the employee's strengths, any weaknesses that need to be worked on and any other issues that both parties may want to bring forward.

2018-164

S. Hart/T. Hart

Resolved that the Town adopt using Performance Evaluation Forms for Management and other Staff.

Resolution Carried. In favour 7. Against 0.

5.6.3 Overtime for Staff on Salary

- Management Staff receive extra hours per week for the attendance of meeting after the regular daily hours of work and this compensates for any overtime incurred. Salaried employees should not be accumulating any overtime during pay periods, if so maybe this should be taken off as time off in lieu.

- Council requested to defer the attached information for Flex Time until it can be further reviewed with the Human Resources and Policy Committee.

5.7 Finance

A meeting of the Finance Committee was held in the Council Chambers at 4:30 PM. The meeting was chaired by Councillor Sheldon Hamlyn and also in attendance was Amanda McGrath, Clerk/Town Manager.

The following items were discussed:

5.7.1 Financial Reports

A review was completed of the financial reports: Accounts receivable, accounts payable and bank balances.

5.7.2 2017 Tax Recovery Plan

Council reviewed the attached Tax Recovery Plan.

2018-165

Burns/S. Hart

Resolved that the Town approve the 2017 Tax Recovery Plan.

Resolution Carried. In favour 7. Against 0.

5.7.3 Municipal Asset Management Program

2018-166

Burns/W. Hart

Be it resolved that Town of Fogo Island directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for Town of Fogo Island Asset Management Project.

Be it therefore resolved that the Town of Fogo Island commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities'

Municipal Asset Management Program to advance our asset management program: ☐ Activity 1 - Asset management plans, policies and strategies ☐ Activity 2 - Data collection and reporting, and ☐ Activity 3 - Training and organizational development.

Be it further resolved that the Town of Fogo Island commits \$12,500.00 from its budget toward the costs of this initiative.

Resolution Carried. In favour 7. Against 0.

5.7.4 iPads

2018-167

Burns/Torraville

Resolved that the Town purchase 13 iPads.

Resolution Carried. In favour 7. Against 0.

5.7.5 Montreal Canadians Alumni Game

A review was completed of the financials from the game.

5.7.6 Credit Card

2018-168

Burns/Torraville

Resolved that the Town approve a Town credit card with a \$5,000 limit for the Superintendent, Public Works

Resolution Carried. In favour 7. Against 0.

5.7.7 Reception

2018-169

Burns/S. Hart

Resolved that the current call-in Receptionist/Administrative Assistant position become a permanent position.

Resolution Carried. In favour 7. Against 0.

6. Administration

No issues were presented.

7. Correspondence

7.1 Fogo Island Co-op – EDP Letter

Letter was addressed by Council. Fogo Island Co-op cancelled their 90-day notice of withdrawal from the Economic Development Partnership.

7.2 Letter – Rev. Ivan F. Jespersen

Letter was reviewed. Rev. Jespersen has written a letter to Prime Minister Trudeau requesting that both the Federal and Provincial governments invite their Natives to participate in the discovery and recovery of Beothuk remains that were buried on Fogo Island some 195 years ago. Council requested that Staff acknowledge Rev. Jespersen's letter with a letter of support to Prime Minister Trudeau.

7.3 Letter – Mary Adams Decker, 134 Southside Road, Joe Batt's Arm

- Letter was addressed by Council.

- Council agreed to allow Ms. Decker time at the next month's regular council meeting to present her concerns with any permits issued at 136 Southside Road, Joe Batt's Arm.

7.4 Letter – Laura Higgins, 160 Southside Road, Joe Batt's Arm

- Mrs. Higgins inquired when the road leading to their property at the end of Southside Road will be paved, as most all other bi-roads in the community have been completed in the last couple of years.
- Council reviewed the letter. This section of road wasn't done due to the waterline leading out that road needed to be replaced and this wasn't done until last year. Council requested that Staff write a letter of reply informing Mrs. Higgins that it will be looked at in the next year's budget preparation and placed on the priority list.

7.5 Email – Lola Sheppard, Associate Professor, University of Waterloo

- Architects from the University of Waterloo, who are working on research relating to Fogo, requested to view the Stantec Report for the new Town Hall Project so they would be able to integrate any key information into drawings they are working on about locations of current and future municipal infrastructure.
- Council denied this request as the report is not yet public.

8. New Business

8.1 Old Well in Deep Bay

- This is an old government well and the house covering the well is in poor condition and very dangerous for any children playing in the area. The old well may be located on a resident's property.
- Council requested that Staff confirm the ownership of the property the well is located on before anything is done.

8.2 Museum Assessment Report

Staff will confirm with the Director Tourism, Culture and Heritage if all the reports have been received.

9. Date of Next Regular Meeting:

Privileged Meeting – July 31st, 2018 at 6:30 PM (If required)

Regular Meeting – July 31st, 2018 at 7:00 PM

10. Adjournment:

2018-170

W. Hart

Resolved the meeting be adjourned at 9:56 PM.

Amanda McGrath
Clerk/Town Manager



Wayne Collins
Mayor

