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

**Councilors Present:**
- Mayor Wayne Collins
- Deputy Mayor Paul Torraville
- 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

**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
   Torraville/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 by 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**
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 raise funds 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 that 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 Torraville 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 Torraville is working with Fire Chief Bobby Parsons to compete 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 Torraville 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
Torraville/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
Torraville/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 Torraville 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 of 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 Torraville, 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 Manager 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 them 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**
Torriville/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.
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 the 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
Torreville
Resolved the meeting be adjourned at 10:25 PM.

Amanda McGrath
Town Clerk/Treasurer

Wayne Collins
Mayor