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

**Councillors Present:**
- Mayor Andrew Shea
- Deputy Mayor Wayne Collins
- Councillor Lloyd Bixby
- Councillor Edward Combden
- Councillor Leonard McGrath
- Councillor Samuel Rowe
- Councillor Edmund Walbourne

**Staff:**
- Amanda McGrath, Town Clerk/Treasurer
- Jake Turner, Chief Administrative Officer

**Absent:**
- Councillor Maureen Lynch, Sick
- Councillor Bernadette Dwyer, Family Medical

1. **Call to order:**
   Mayor Shea welcomed everyone and called the meeting to order at 9:06 A.M.

2. **Adoption of Agenda:**
   2017-018 McGrath/Collins
   Resolved that the agenda be adopted as presented.
   Resolution Carried. In favour 7. Against 0.

3. **Adoption of Minutes:**
   2017-019 Walbourne/Bixby
   Resolved that the minutes of January 23 and February 3, 2017 be adopted as presented.
   Resolution Carried. In favour 7. Against 0.

4. **Correspondence/New Business:**
   - **4.1 Ed Goodyear, Regional Manager – 2017 Municipal Budget**
     - A review of the Town’s 2017 Municipal Budget by the Department of Municipal Affairs has been carried out and no material deficiencies were revealed.

   - **4.2 Amendments to Municipal Elections Act and Amendments to Municipalities Act, 1999**
     - Notice of amendments to the Municipal Election Act and the Municipalities Act, 1999 were tabled for review.
     - The Returning Officer will attend election training in Gander on May 31, 2017.

   - **4.3 Department of Municipal Finance – Gas Tax Funds Availability**
     - Item referred to the Public Works Committee.

   - **4.4 Minister Eddie Joyce – Information on recent Legislative Amendments Affecting Firefighters**
     - Information will be forwarded to the Fire Departments

   - **4.5 TRIO – Employee Assistance Program for First Responders**
     - Councillors discussed cost of plan and if firefighters would avail of the program.
     - Item referred to the Fire Services Committee
4.6 TRIO – Letter to Federal Government regarding plan to tax health care premiums
- Councillors were encouraged to speak with MP Scott Simms to voice their objection to the Federal Government regarding their plan to tax health care premiums.

4.7 2017 Tilting Come Home Year – Community Grant
- Councillors discussed the request from Tilting United for a Community Grant for the 2017 Tilting Come Home Year event and liquor license requirements.
- The request for the grant will be referred to the Tourism, Culture and Heritage Committee.
- Management will complete a review of the Community Grant policy

4.8 RCMP – Quarterly Report
- Quarterly report was tabled for information.
- Approximately two years ago the RCMP had recommended changes to speed limits around the Town and it was accepted by Council. The request was then forwarded to the Department of Transportation and Works to implement however the Department has not implemented the changes.
- A thank you letter will be forwarded to the RCMP for their report and their presence will be requested, at the next Fire Services Committee Meeting.

4.9 Heather Hillier, Director of Health Services – Community Advisory Committee
- Councillor Edward Combden is the Town of Fogo Island representative on the Community Advisory Committee and will remain on the committee until his term on Council ends.

4.10 Linda Payne – Business Approval
- Establishment of a B & B at 54 North Shore Road is permitted under the Town’s development regulations as a discretionary use.
- Under section 32 of the Town of Fogo Island Development Regulations, the Authority shall, at the expense of the applicant, give notice of an application for a permit or for approval in principle, by public advertisement in a newspaper circulating in the area, at least fourteen days before the Authority convenes to consider the proposal.
- The proposed business will be advertised.

4.11 Lorraine Penney – Business Approval
- Establishment of a Hair Salon at 16 Penney Lane is permitted under the Town’s development regulations as a discretionary use.
- Under section 32 of the Town of Fogo Island Development Regulations, the Authority shall, at the expense of the applicant, give notice of an application for a permit or for approval in principle, by public advertisement in a newspaper circulating in the area, at least fourteen days before the Authority convenes to consider the proposal.
- The proposed business will be advertised.

4.12 Roy Dwyer – Snow clearing for seniors
- Mr. Dwyer’s letter asking Council to give consideration to plowing driveways for seniors was discussed.
- A response letter will be written to Mr. Dwyer outlining that under the Municipalities Act, 1999 the Town is not permitted to perform services on non-Town owned property that can be provided by contractors.
5. Committee Reports:
   5.1 Finance
   i. Transfer of funds
   2017-020
   Bixby/McGrath
   Resolved that account number 9016300201 be closed and the funds transferred into the Town’s general account. Be it further resolved that the funds will be reserved for the Experience Fogo Site, as this was funding was provided by ACOA for this site.
   Resolution Carried. In favour 7. Against 0.

   ii. Report
   - Councillors reviewed the financial report for January 2017.

   a) Removal of the Old JBA Pump House Project and the Penton’s Brook Culvert Replacement Project
      - Councillor Rowe declared himself in conflict of interest and departed the meeting.
      - General discussions on the cost for the Removal of the Old JBA Pump House Project and the Penton’s Brook Culvert Replacement Project.
      - Staff was asked to provide a breakdown of all costs associated with the old pump house project; including the invoices from King’s Construction and R & K Construction and staff overtime.
      - Councillor Rowe rejoined the meeting.

   b) Special Assistance Grant – Installation of Salt Water Pumps
      - A review of the invoices was conducted.

   c) Approval of Financial Report and Payment of Invoices
      - Councillor Rowe declared himself in conflict of interest and departed the meeting.
      2017-021
      Collins/Bixby
      Resolved to approve payment to R & K Construction for invoices totaling $60,458.94.
      Resolution Carried. In favour 6. Against 0.
      - Councillor Rowe rejoined the meeting.

      - Mayor Shea declared himself in conflict of interest and departed the meeting.
      2017-022
      Walbourne/Collins
      Resolved to approve payment to Mayor Andrew Shea for travel expenses totaling $199.20.
      Resolution Carried. In favour 6. Against 0.
      - Mayor Shea rejoined the meeting.

      2017-023
      Walbourne/Collins
      Resolved to accept the financial report for January 2017 and approve for payment invoices totaling $285,665.80, which excludes an invoice totaling $8,040.90 from Harris & Associates.
      Resolution Carried. In favour 7. Against 0.

   iii. Signing Authority
   2017-024
   McGrath/Combden
   Resolved that Jacob Turner, Chief Administrative Officer become a signing officer for the Town of Fogo Island.
   Resolution Carried. In favour 7. Against 0.
iv. Borrowing Resolution
2017-025
Walbourne/Collins
RESOLVED:

1. That the Town Manager with any one of the Mayor, Deputy Mayor or Councillor are hereby authorized to borrow on behalf of the Town of Fogo Island (the “Corporation”) from THE BANK OF NOVA SCOTIA (the “Bank”) from time to time by way of promissory note a sum or sums not exceeding at any one time Two Hundred Thousand dollars ($200,000.00) to meet, until taxes are collected, current expenditures of the Corporation for the year 2017.

2. That the Town Manager with any one of the Mayor, Deputy Mayor or Councillor are hereby authorized to sign on behalf of the Corporation and to furnish to the Bank from time to time a promissory note or notes sealed with the corporate seal for the sum or sums so borrowed with interest at such rate as the Bank may from time to time determine.

3. That the Town Manager with any one of the Mayor, Deputy Mayor or Councillor are hereby authorized and directed to furnish to the Bank at the time of each borrowing and at such other times as the Bank may from time to time request, a statement showing the nature and amount of the estimated revenues of the current year not yet collected or where the estimates for the year have not been adopted, a statement showing the nature and amount of the estimated revenues of the Corporation as set forth in the estimates adopted for the next preceding year and also showing the total of any amounts borrowed in the current year and in any preceding year that have not been repaid.

4. That the Town Manager with any one of the Mayor, Deputy Mayor or Councillor are hereby authorized and directed to apply in payment of all sums borrowed from the Bank, with interest thereon, all of the monies hereafter collected or received on account or realized in respect of the taxes levied for the current year and for any preceding years and all of the moneys collected or received from any other source.

Resolution Carried. In favour 7. Against 0.

v. Water Tax – Trailer Park
- Staff will investigate what other Towns are charging and the item will be referred to the Finance Committee.

5.2 Public Works
1. Report
- A review of the Public Works report was discussed.

i. Preventive Maintenance for Lift Stations
2017-026
Combden/Walbourne
Resolved that the Town of Fogo Island sign a preventative maintenance contract with Xylem, totaling $8,100 plus tax, for the Towns lift stations.
Resolution Carried. In favour 7. Against 0.

ii. PH System for the Fogo Water Supply
- Item referred to the Public Works Committee

iii. Water Tower
- Greatario, the company doing the work, is waiting for a period of good weather to perform repairs.

iv. Komatsu Loader
- Technician had to be called however he did not discover the problem and suggested to send the loader to St. John’s. The loader however has been working fine since.
v. **Cargo Van**  
   - Jake Turner has been in contact with other Town’s regarding a cargo van and has given them Cordell Waterman’s contact information.

**5.3 Tourism, Culture and Heritage**

1. **Trail Project**  
2017-027  
**Combden/Walbourne**  
Resolved that the Town of Fogo Island accept the funding from ACOA as outlined in their letter of offer for improvements and upgrade to a number of Town trails; Project number 207571.  
Resolution Carried. In favour 7.  Against 0.

2. **Meeting with the Fogo Heritage Committee**  
   - Meeting minutes will be referred to the Tourism, Culture and Heritage Committee.

3. **Director of Tourism, Culture and Heritage**  
   - The CAO was asked to review the file.

**5.4 Recreation and Leisure Services**  
- Monthly Report was reviewed.  
- Jim Harty is available to meet with Council to discuss options for repairs to the stadium.  
Councillors are available to meet next week.

**5.5 Economic Development**  
- No report.

**5.6 Fire Services**  
2017-028  
**McGrath/Walbourne**  
Resolved that the Town of Fogo Island rescind resolution number 2017-015.  
Resolution Carried. In favour 7.  Against 0.

2017-029  
**McGrath/Walbourne**  
Resolved that the request from the Fogo Fire Department to have an air compressor hookup, installed on their Fire Truck, be completed by a certified mechanic.  
Resolution Carried. In favour 7.  Against 0.

2017-030  
**Lloyd/Collins**  
Resolved that the request from the Fogo Fire Department purchase light bars for their truck be approved.  
Resolution Carried. In favour 7.  Against 0.

- An inventory will be conducted on the fire department equipment and will include unused equipment, especially bunker suites.  
- Policy on 60%/40% and 100% funding for Fire Department purchases will be reviewed.  
- Request from Fogo to purchase new breathing apparatuses was deferred.

**5.7 Transportation**  

1. **Clem Dwyer – Facebook updates**  
   - Mr. Dwyer’s message suggesting that Council provide ferry updates on Facebook was discussed.  
   - Councillors communicated that the ferry is operated by the Department of Transportation and Works and that the Town does not have the resources to provide constant updates.
5.8 Policy Human Resources
- No report.

6. **Auditing Services**
   2017-031
   Walbourne/Collins
   Resolved that the Town of Fogo Island issue a RFP for auditing services for a three year period, beginning with the December 31, 2016 year-end audit.
   Resolution Carried. In favour 7. Against 0.
   - Closed session was held from 11:35 AM until 11:48 AM.

7. **Taxation**
   2017-032
   Walbourne/Rowe
   Resolved that account number BOONM001 receive a $384.62 exemption for 2011 Poll Taxes and accrued interest charges as per Section 111 of the Municipalities Act, 1999, due to income being below the basic exemption.
   Resolution Carried. In favour 7. Against 0.

8. **Date of next meeting**
   - March 21, 2017 at 9:00 A.M.

9. **Adjournment**
   2017-033
   Bixby
   Resolved that the Regular Council meeting of February 21, 2017 be adjourned at 11:51 A.M.

Amanda McGrath
Town Clerk/Treasurer

Andrew Shea
Mayor