Minutes of Regular Council Meeting
April 24, 2018 at 7:00 PM

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

**Councillors Present:**
Mayor Wayne Collins
Deputy Mayor Paul Torraville
Councillor Curtis Burns
Councillor Sheldon Hamlyn
Councillor Scottie Hart
Councillor Tracey Hart
Councillor William 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:

**Councilors:**
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
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 Torraville 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 Torraville, 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/Torraville
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. HTEK 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 Torraville 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/Torraville
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, Councillor 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 summited 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:
      o Include in policy that sick leave and vacation time is accrued bi-weekly
      o 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.
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
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