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
- Councilor Barbara Jacobs
- Councilor Janet Langdon
- Councilor Scottie Hart
- Councilor Tracey Hart
- Councilor William Hart

**Staff:**
- Amanda McGrath, Clerk/Town Manager
- Daphne Coles, Executive Administrative Assistant

**Absent:**
- Councilor Sheldon Hamlyn
- Councilor Samuel Rowe

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

2. **Delegation**
   2.1 **MP Scott Simms & Kevin Higgins, Constituency Assistant**
   - Mayor Collins welcomed Mr. Simms and Mr. Higgins to the meeting and thanked him for requesting to meet with Council on his visit to the island. Some of the items for discussion included:
     - Federal funding for Municipal Capital Works and the Gas Tax Program. In the last federal budget, the yearly amount for Gas Tax funding doubled this year. Ottawa announced that the funding for Advanced Drinking Water Unit for Central was approved.
     - Gas Tax Funding can now be used for Recreation purposes. Council discussed the new swimming pool initiative and inquired if they could access any funding from the Federal Government. Mr. Simms suggested that Infrastructure Canada could be of some help but would need the provincial approval first.
     - Funding approved for the new Town Office and Fogo Water Study under Municipal Capital Works program and that the Town is responsible to cover 40% of the costs for the new building and 10% for the Water Study. Mr. Simms requested that he be updated on the recommendation and the costs associated with the Fogo Water Study after the meeting with the Consultant.
     - Town Priority List for Municipal Capital Works concerning the Water/Sewer Projects for Stag Harbour and Hewitt’s Point Road in Barr’d Islands. With the density service ratio so high for each household, the Town cannot get any funding approved.
     - Other funding options available; New Horizons for any funding relating to Seniors Programs, AgriSpirit – Farm Credit Canada, programs through Telus, Royal Bank and ACOA.
     - Possibility of Canada Post closing some of their buildings on Fogo Island and combine to one Post Office. Mr. Simms haven’t heard anything through his office. Mr. Simms will check with Canada Post to find some information.
   - Mr. Simms held a public forum this afternoon and there were several issues brought to his attention to speak with Council on their behalf:
     - Combining of Fire Stations and the closing of Tilting Fire Station - Briefed Mr. Simms Fire Services Review report and on Council’s decision to move forward to provide better fire services.
     - Federal Funding with Small Craft Harbours. Wharf in Joe Batt’s Arm is close to completion. Residents of Tilting and Island Harbour looking for funding for a boat launch.
     - Island Harbour request for better internet services and better cell phone coverage for Fogo Island – there is more money into the Federal budget this year.
   - Council thanked Mr. Simms again for his presentation and they left the meeting at 8:05PM.
3. **Agenda:**
   2019-089
   W. Hart/S. Hart
   Resolved that the agenda be adopted as presented.
   Resolution Carried. In favour 7. Against 0.

4. **Minutes:**
   2019-090
   S. Hart/T. Hart
   Resolved that the minutes of the regular meeting held on May 28th, 2019 be adopted with a change in
   Resolution #2019-076 for Proposed Development Regulations Amendment #1 - Mineral Working to
   remove the word “does” from the resolution.
   Resolution Carried. In favour 7. Against 0.

5. **Business Arising:**
   **5.1 Proposed Development Regulations Amendment #2 – Sandy Cove Park**
   - Resolution was made at a previous meeting to make the necessary changes to the Town Municipal Plan
     and Development Regulations.
   - Next step is to start the public consultation process that will involve advertising the amendment in a
     local newspaper and a public consultation hearing with a Commissioner.
   2019-091
   S. Hart/Langdon
   Resolved that the Town of Fogo Island proceed with the proposed Development Regulations Amendment
   #2 for Sandy Cove.
   Resolution Carried. In favour 7. Against 0.

   **5.2 Fogo Island Trademark**
   - “Fogo Island” has been trademarked by the Town, as it is currently being used by companies worldwide
     for brand name products such as Roots and it should be protected.
   - The use of the name “Fogo Island” by third party businesses, would need to seek consent from the
     Official Mark Holder beforehand.
   - It was agreed that the Town would have final say to approve or refuse who can use the name. Once the
     process is complete a fee will be charged for using the trademark.
   - Companies and/or persons already using the brand name for their products will have to be
     grandfathered into the new agreement. Council requested that the public be made aware of this to
     avoid any future misunderstandings.
   2019-092
   Langdon/S. Hart
   Resolved that the Town of Fogo Island approve proceeding with the Fogo Island Trademark, the
   administering of the applications to be done through the Fogo Island Economic Development with the
   Town giving final consent.
   Resolution Carried. In favour 7. Against 0.

   **5.3 Fogo Island Pride Group**
   2019-093
   Langdon/W. Hart
   Resolved that the Town of Fogo Island purchase the Pride Rainbow Flag and fly the flag at the Stadium
   during Pride Week from August 4th – 11th, 2019,
   Resolution Carried. In favour 7. Against 0.

6. **Committee Reports**
   **6.1 Transportation Committee**
A Transportation Committee meeting held in the Council Chambers from 7:00PM to 8:35PM, on June 11, 2019, with the following in attendance: Wayne Collins, Mayor, Paul Torraville, Deputy Mayor and Committee Chairperson, William Hart, Councillor and Committee Member, Clifford Rowe, Committee Member - Trucking Industry Representative, Pauline Payne, Committee Member - Shorefast Foundation Representative, Eugene Nippard, Committee Member - Concerned Citizen Representative, Amanda McGrath, Clerk/Manager and Daphne Coles, Executive Administrative Assistant. Absent from the meeting were: Samuel Rowe, Councillor and Committee Member, William Miller, Committee Member – Business Representative and John Greene, Committee Member – Fogo Island Co-operative Representative

The following items were discussed:

**i. Availability of 2nd Vessel by June 15th, 2019**
- The 2nd Vessel will not be available by 15-June but should be available shortly after that. The Beaumont Hamel has been in Lewisporte getting everything ready to go, and will be on site June 11/12, but is needed on the Bell Island service for a few days prior to commencing the Fogo Island run for the season.
- Staff has emailed Lewisporte Office for clarification on why the Beaumont Hamel is going to Bell Island, what vessel she is replacing and how long will that vessel be out of service and requested that the Beaumont Hamel be available for June 16, 2019 to begin service for Fogo Island/Change Islands with no response to date. Traffic is increasing and vehicles are being left behind.
- Staff has sent a request to Government for the 2nd vessel to begin service by June 1st of every year at the latest. Request was sent in this year in early April to begin service before the Crab Fishery opened and the boat is not here yet.
- New update: Beaumont Hamel left Bell Island today, June 25th, 2019 for Fogo Island/Change Islands and should begin service as early as tomorrow.

**ii. Potential Meeting between Fogo Island and Change Island Committee**
- Lewisporte Office sent a meeting request went to Change Islands to check availability for the meeting date with no response. A reminder was sent on June 11th, 2019 and they will advise as soon as they have a few dates to offer as possibilities.
- No response from Change Islands shows that they are not interested in meeting with Fogo Island and Government Officials as it could mean that they would be losing some of their services, so Government should decide on the date for the meeting and proceed.

**iii. Loading at Farewell - Implementation of the first come first served scenario.**
- There has been no change to loading at Farewell, pending the meeting with Change Islands and Fogo Island.
- Incidents are still occurring where loading of Fogo Island is stopped to accommodate vehicles from Change Islands who are coming late. Crew is not enforcing the rules, saying they are not aware of the rules.

**iv. Reduction of Deck Space Reserved for Change Islands from 25% to 15%**
- We have continued to request a change whereby the existing 25% be reduced to 15%.
- There has been no change to deck space for Change Island, still pending the meeting with Change Islands and Fogo Island.
- Committee is frustrated that government is not dealing with any concerns from Fogo Island, it has been the same topics discussed repeatedly for the past few years and nothing is being done to move forward.
- Staff has contacted MHA Derrick Bragg to arrange for another meeting with the Minister of Transportation and Deputy Minister with the meeting taking place on Fogo island. Mayor has spoken with MHA Bragg and the Minister is willing to come to Fogo Island for a meeting however, no date has been set for the meeting yet.
v. Bathroom Issues
- Many complaints are being directed our way due to frequent malfunction of this essential service.
- There have been ongoing issues with the frequent malfunction of the washrooms. Engineers on the vessel are always working diligently to repair when necessary and have submitted a new requisition for more parts this morning.

vi. Other
Reported Issue of Combined Crossing on Thursday, May 23rd at 6:00pm
- The Vessel had advised Lewisporte Office that the traffic for Change Islands on the 3:30 trip exceeded the 25% deck capacity (despite some of them being on site prior to some of the Fogo Island traffic that had gotten on board), and requested a “one time exemption” to make a quick stop in Change Islands on the 6:00 trip for those passengers that had waited since 3:00 as opposed to having them wait until 8pm.

Letter of Resignation
- Committee member for Concerned Citizen Representative passed in letter of resignation to the committee.
- Letter was addressed by the Committee.

6.2 Tourism, Culture and Heritage Committee
A meeting of the Tourism Committee was held in the Tourism Boardroom from 6:35PM to 7:55PM, on June 17th, 2019. The meeting was chaired by Councillor Janet Langdon and others in attendance were Councillor Sheldon Hamlyn, Councillor Tracey Hart, and Evan Parsons Director of Tourism, Culture, & Heritage.

The following items were addressed:

i. 2019 Tourism Season Updates
- All museum buildings are opened and can take visitors on tours by calling the numbers on the buildings. The Visitor Information Centre has been opened since June 10th and we are starting to receive a good number of visitors at the centre.

ii. General Updates
- The water issues at Bleak House Museum and Marconi have been addressed and completed. Bleak House Museum window has been repaired and installed.
- Fogo Island Trails Project started June 17th. There was discussion on the Town renting a resident’s ATV for help in bringing in site materials for the trails; suggested the possibility of the Town purchasing a second-hand ATV to use specifically for maintenance and transporting materials to the trails. Trails Project on Change Islands should start soon, hiring will be done in the next few weeks. Director and Foreman will assist in the hiring process.
- Concerns were raised at the council meeting regarding the wages for workers on Fogo Island, they were expecting a raise this year and inquired if Change Island workers would be receiving the same wages as Fogo Island workers. Funding amounts for wages is set by the funding provider and the amount allocated within the project, not the Town and there will be meetings next week on Change Islands to determine wages as per the funding received.
- Museum Pass posters have been distributed to the heritage buildings, the Visitor Information Centre and on the ferry. They still need to be placed in the ferry terminal station in Farewell. Committee has discussed placing brochure racks in each ferry terminal station, a call will be made to Lewisporte to receive permission to do so.
- It was noted that the Museum Pass Posters or Brochures are on ferry yet. Staff will speak with the Director to get this completed.
- Council inquired about the RCMP house in Fogo, no movement has been made by the Fogo Heritage group for taking it over. Council requested that the Director contact the Fogo Heritage group and ask if they want the old RCMP house and if so to forward a letter or email, as discussed at a meeting with them.
iii. Maintenance Updates
- The Marine Interpretation Centre’s wharf is needing repair, there will need to be an updated report of issues completed and then companies will need to be contacted to provide estimates as to the cost of fixing the whole wharf.
- Council requested that an assessment be completed by a Consultant on what repairs are needed, before a scope of work is sent to Contractors for pricing. Staff will speak with the Director to contact Wilf Maloney at Municipal Affairs and Environment to inquire about what consultants are out there to do this. It was also requested to have the Director place some temporary fill for wharf area and there is a ladder on the wharf that needs to be repaired. The wharf is now in use and these are both safety issues that must be corrected.
- Our tourism maintenance worker has been busy working on multiple items such as moving equipment and items from buildings, fixing minor leaks in bathrooms, repairing toilets at the Marine Interpretation Centre, and placing picnic tables and garbage bins out for the summer.
- It was also noted at the council meeting that the window(s) and door at Dwyer Premises needs to be fixed and there is shingle siding at Brett House that still needs repairs. The fence has been repaired. Staff will inform the Director

6.3 Recreation and Special Events Committee
A meeting of the Recreation and Special Events Committee was held at the council chambers on June 19, 2019 from 7:00PM to 8:24PM with the following present: Councillor Chairperson Tracey Hart, Councillor William Hart, Councillor Scottie Hart, Administrative Assistant, Daphne Coles, and Recreation Director Colette Wells – Coish. Absent from meeting was Amanda McGrath – Clerk/Town Manger.

The following items were addressed:

i. Business arising from Council Meeting
- Committee asked if the cylinder head for the Zamboni has been ordered. The Director said it had been discussed and will check into it.
- Committee inquired as to where the new exclusive swing will be placed. There has been no decision made yet. It was asked if there will be one with the new school playground equipment. The Director will check with the school, and if they do not have one this location can be considered.
- Committee also asked about an air exchanger or unit for Carbon Monoxide. The Director indicated this is required before startup in the fall. Price quotes are now being gathered for an industrial type Carbon Monoxide Detection unit for the arena as well as the Zamboni room.
- The New Playground agreement was presented at the last council meeting, but no decision made. Council had asked for additional information on insurance and liability options, and if a security camera would be in place. There is no plan to install a camera at this point. Committee recommends the agreement as provided by the school administration be deferred to council for discussion, and a decision made at the next meeting.

2019-094
T. Hart/Langdon
Resolved that the Town of Fogo Island sign the agreement with the NL English School District for use of the new playground during July and August with the recommendation that a camera be put on the building.
Resolution Carried. In favour 7. Against 0.

- The new safety door in the Zamboni room has been awarded to a Skyline with a completion date of July 12th, 2019.

ii. Summer Maintenance:
- The Director is doing work orders this summer for jobs required and is finding this is working well. The playgrounds inspections have started, and playground checks must be done regularly.
iii. Community Market Program
- This is a new initiative under funding with the Age Friendly program that will run for 8 weeks this summer at the stadium. Carol Penton has been selected as the coordinator.

iv. Events:
- Thursday, June 20th- “Fun day”. Funding was awarded under Participation to partner with a group and include physical activities and healthy snacks this will be in conjunction with the school.
- Adult dance - Saturday, June 22 with 2 bands playing. This was a great success.
- Canada Day - Monday July 1st at the stadium. There will be activities starting at 2 pm. Fireworks at 10pm- weather permitting. This year letters were sent out to businesses in support of FIREWORKS – the idea was a GOLD sponsor donates $500.00, Silver donates $300.00 and bronze donates $100.00.
- Pre-Canada Day Bingo - Lions Club will do a Bingo fundraiser at the stadium on Tuesday, June 25 at 8pm. It was noted at the Council meeting that there wasn’t much advertising for this event. Staff will inform the Director that events should be posted more in advance and posted at more locations if possible.

v. Conference update and Policies
- The Director attended the annual Recreation Conference in May. Sessions included, policies and procedures, the Director is working on new policies that will be discussed with the committee and presented to council. Other sessions were on funding opportunities, arena operators and their common concerns. This year a representative from Hockey Newfoundland and Labrador was present. The keynote speaker was Brenda Robinson who talked on positive communications, and how this is important at all levels. It was very beneficial, and the Director recommends that another year we bring more representation from our town.

vi. Other
- There is a Healthy eating policy that has been adopted by many arenas. We are practicing this already at the Iceberg Arena as we have been providing soups, chili and sandwiches, and other healthy options at our events.

2019-095  
T. Hart/S. Hart
Resolved that the Town of Fogo Island adopt the Healthy Eating policy at the Iceberg Arena.
Resolution Carried. In favour 7. Against 0.

- An OHS inspection was done on June 5th and it went well. The objectives are being addressed and will be completed before start-up in the fall. The Industrial Carbon Monoxide unit for the stadium and the Zamboni room is a priority.
- Congratulations are being extended to two athletics on Fogo Island who will be playing with team. Canada at the National ball hockey tournament in British Columbia in July. Alex Rowe will be playing with the U15 team, and Damian Freake will be playing with the U17 team. This is a great accomplishment and we wish them both a safe and successful trip.
- Congratulations are also extended to all athletics at Fogo Island Central Academy for another great year.
- The Director will be reviewing some of the current policies and recommending changes if needed, and possibly adding new policy. Any policies will be presented to the committee and discussed.
- Rope for the life ring at the ‘Rails’ swimming area is gone and has to be replaced. The committee recommends we replace the rope at the rails site. However, it has been discussed that due to liability issues this will have to be added to your responsibilities, and those involved could be held liable. New information has become available from the Harbour Authority. They donated a life ring for the Rails area, after an anonymous individual approached them however, they have not made any commitment to replace any items due to liability concerns.
- Discussion regarding converting the soccer field or a portion of it for a softball field and a skate park. Council discussed and suggested that the Director start up a ball hockey league and a skate park in the
stadium or in the parking lot this summer to see if the interest is there and if so then Council can discuss other ideas for using the soccer field in the future.

6.4 Fire Services and Public Safety
A meeting of the Fire Services and Public Safety Committee was held in the Council Chambers on June 17, 2019 form 7:30PM until 8:40PM. The meeting was chaired by Deputy Mayor Paul Torraville and others in attendance were Councilor Sam Rowe, Councilor William Hart, Amanda McGrath, Clerk/Town Manager and Daphne Coles, Executive Administrative Assistant.

The Following Items were discussed:

i. Quotes for Defragmentation Unit for Air Cylinders
- Received 2 price quotes to date. Waiting on quote from K & D Pratt
  1. Martin’s Fire Safety - $8,501.10 plus HST
  2. Acklands Grainger - $10,453.78 plus HST
- Estimated delivery time is 6 – 8 weeks.

2019-096
Torraville/W. Hart
Resolved that the Town of Fogo Island proceed to purchase the Defragmentation Unit from Martin’s Fire Safety.
Resolution Carried. In favour 7. Against 0.

- Council further discussed cost-sharing the cost of the unit with the Fire Stations.

2019-097
Jacobs/Langdon
Resolved that the Town of Fogo Island approach the Fire Stations to help purchase the Defragmentation Unit on a 50/50 cost sharing basis with the Town.
Resolution Carried. In favour 5. Against 2. Deputy Mayor Torraville and Councillor Tracey Hart were against the resolution.

ii. Tilting Fire Station – New Proposal
- As requested at last meeting Staff emailed asking for more clarification on their withdrawal letter and what their intentions are for moving forward.
- Town received a new proposal from Tilting Fire Station. New proposal is still not clear on how they plan to move forward. As per Councils request staff sent another request for more clarification and stated resolution of council with the decision to move forward with 3 Fire Stations. Update: a letter was received briefly describing each item on the proposal.
- Information was received from the Fire Commissioner on regulations for a Fire Station operating separate from the Town. Fire Commissioner stated that all municipal fire departments must operate under the authority of a Town or LSD as per the requirements of the Municipalities Act however there can be private fire departments who are legally established companies and they would have no authority to respond unless the Town has a contract with the private company. The firefighters would have no protection from liability, no Workers Comp unless the private company paid the premiums and they would have no liability protection under the Town’s policy. In a nutshell it would be a private company providing a service. They would have no assets as the current equipment is owned by the Town and not eligible for funding.
- Council requested to defer this issue for discussion with the new Fire Chief.

iii. Update on Hiring New Fire Chief
- Interviews and reference checks have been completed.
- John (Tommy) Simpson has accepted the position, and the anticipated start date is July 2, 2019.
iv. Fire Halls – Repairs, space needed for fund raising
- With the Rec Centre transferred to another community group, Fogo Fire Station don’t have any place for fundraising.

v. Foam
- Staff has contacted JBS Fire Chief to find out how much to order and hasn’t received any response.
- Committee requested that Staff email the Fire Chiefs for Fogo, JBS and Seldom Fire Stations to find out how much foam they have on hand.
- JBS Fire Station has 5 containers and Fogo has 8. There was no response from Seldom Fire Station. Council determined that each Station should have 10 containers of foam. Staff will order the extra containers of foam needed.

vi. Cube Vans
- With Spring Clean-up on the go the last 3 weeks, Cube Vans have not been taken up to the transfer station to be weighed yet. Superintendent of Public Works will get this week.
- This has been completed and were within the weight limits.

vii. Communication
- The Fire Commissioner recommended all Fire Stations have a least one channel of communication where they can communicate to each other on a Fire scene.
- This will be referred to the new Fire Chief when he starts his new position.

viii. Air Test Results – From the SCBA air compressor/cascade system in JBA
- Results from the Air Test for the Air Compressor were received today. Test came back satisfactory. Arrangements are being made to the get the Air compressor serviced and it will need another Air Quality Test done after the compressor is serviced.
- Fire Chief Bobby Parsons is working on getting the air cylinders hydrostatic tested and the breathing apparatus’ serviced.

ix. Fire Trucks – Fire pumper trucks in Fogo and JBA are going to be 20 years old next year; are there any plans to get these trucks refurbished where they will be good for another 15 years? Where are we with getting a replacement Fire Truck for Seldom station?
- Committee requested that Staff contact Fire Commissioner Derek Simmons for guidelines on getting these trucks recertified. Maybe the Town Mechanic can do this work.
- Applications was sent to Fire and Emergency Services when requested, there hasn’t been any response.

x. One Firemen’s Ball – Should Council revisit this idea, what are the thoughts of the committee on this?
- One Firemen’s Ball at the stadium will help the Fire Stations come together as one entity and will be more cost-saving to the stations than everyone having a separate banquet in each community.

xi. Proposals/Fire plans for the stations that are slated to close and plans on how and what is needed to amalgamate with the three remaining stations.
- This will be addressed with the new Fire Chief.

xii. PPE/Equipment – Some Fire stations have suits that are in poor condition. Do we have a plan on how we are going to replace some of the items that are needed?
- This can be reviewed later by the new Fire Chief once training is complete and we know the number of members.
- Equipment from the smaller stations that are being closed will be combined with the 3 remaining bigger stations.
xiii. Washer
- After attending a fire scene some suits get contaminated with bodily fluids and hazardous materials and must be washed before wearing again.

2019-098
Toraville/W. Hart
Resolved that the Town of Fogo Island proceed with obtaining price quotes for purchasing a new commercial washer for the Fogo Island Fire Department.
Resolution Carried. In favour 7. Against 0.

xiv. Sea Cans – There was some discussion on how fire departments are using sea can trailers as smoke houses for training. I was asked if we are going to entertain this idea.
- Councilor Rowe indicated that he will contact a company in St. John’s for information on obtaining these trailers.

6.5 Public Works
A meeting of the Public Works Committee was held in the Council Chambers on the above date from 6:30 PM to 7:30PM. The following were present; Councilor Samuel Rowe, Chair, Deputy Mayor Paul Toraville, Councilor Scottie Hart, Amanda McGrath, Clerk/Town Manager, Daphne Coles, Executive Administrative Assistant and Mark Penton, Superintendent of Public Works.

Business Arising from Previous Minutes
i. RV Dumping Station Upgrade
- Town has received the Permit to Construct from Department of Environment for Fogo Dumping Station.
- Crown Lands application for an Easement to the area, including the area for the outfall has been completed and submitted to Crown Lands.
- Parts are ordered for Seldom Dumping Station. Will only require minor upgrades to the water line.
- Tilting Dumping Station will require more extensive upgrades for connection to the main sewer line however the dumping Station is currently operational. Superintendent will review once work is done on Fogo and Seldom dumping stations.

ii. Pump House Electrical
- Work on the upgrade to the electrical panel in Tilting Pump House is scheduled for Friday, June 21, 2019.

iii. Dry Fire Hydrant for Central – Road to Pond
- As the pond located next to the RCMP building was not deep enough to accommodate a water line for a dry fire hydrant, Council decided at the last meeting for the Superintendent to prepare the cost estimate of putting a road down to the pond for the fire truck to access the water supply.
- Estimate for Road Access included:
  360 yards of fill
  30 yards of crush stone
  18 hours excavator work
- General Cost Estimate - $6000.00

2019-099
S. Hart/Toraville
Resolved that the Superintendent of Public Works proceed with obtaining the necessary permits for putting in the road to the pond and proceed to tender for work to be done.
Resolution Carried. In favour 7. Against 0.

iv. Spring Clean-Up
- Spring Clean-up was be done this year by the Town Workers using Town equipment and was completed on schedule with huge cost savings over prior years.
- Extra costs included minimal overtime and rental of a dump truck for one day due to equipment issues.
- Requested that Staff prepare a cost comparison on cost savings for this year compared to previous years.

v. Fogo Water Study
- Clerk/Town Manager has tried to contact the Consultant from CBCL Limited since the return from his vacation with no reply. Clerk/Town Manager will forward another email tomorrow.
- Update: Consultant has responded, and he can be available to meet with Council on either July 3rd or 4th. Council agreed to set up a meeting for Wednesday, July 3rd, 2019 at 7:00PM.

vi. Wood Cutting in Park Area
- Staff has been in contact with a resident; 3 loads of windfalls were taken from the area.

2019-100
S. Hart/T. Hart
Resolved that the Town of Fogo Island erect “NO CUTTING” signs in the Park Area.
Resolution Carried. In favour 7. Against 0.

vii. Installation of Door at Stadium
- Skyline has been awarded the contract to install the extra door at the Stadium. Completion date is set for July 12th, 2019.

viii. New Town Garage
- Committee member commented that it is nice to see the town equipment parked over on the side of the town office parking lot in the last few weeks.
- There hasn’t been any new progress on getting the Town garage built near the Town Office. Superintendent still has the quotes for the steel building and is waiting on direction from Council.
- Next step is to obtain an Engineering Consultant to perform sewer testing for the area. Council thought that approval had been given the Superintendent of Public Works to proceed with this once the ground thawed and suitable for digging.
- Council suggested that having the new town garage in the same location as the new town office would be an eyesore with all the heavy equipment and road material outside. It was suggested that the land around the park area could be developed for a town square with the existing walking trail down around to the pond.

ix. Land/Road Issues
- The committee was informed that there are land/road issues currently under dispute.
  a) Miller's Road, Fogo
  - Turnaround at the end of Miller’s Road in Fogo has been used by the Town and former Town for over 40 years. The former Town of Fogo paved the turnaround when the water and sewer was done in the area and there were never no complaints. Resident has requested a permit to build a fence on their property line and their survey has included the turnaround. Permit was declined by the Town as this is the Town’s right of way and would impede the turn around area.
  b) Etheridge’s Point Road, Joe Batt’s Arm
  - Resident claiming ownership of land at Etheridge’s Point, Joe Batt’s Arm now has signs up for “Private Property, Keep Out” and has been disturbing some campers and tourists visiting the area. Clerk/Town Manager has been in contact with Crown Lands and no decision has been made on the application yet. Crown Lands representative will be coming to the island in the next couple of weeks to review the application. The Lawyer informed staff that the resident has no claim to a Town access road and/or easement and suggested to issue a removal order for the signs.
  - Staff had Public Works measure the area to determine if their signs are in the Town’s Right of Way for the road and they were. As agreed by Council the Removal Order for the signage was issued. The resident has appealed the Removal Order with the Central Regional Appeal Board and as a result no further development can take place pending a decision of the Appeal Board and the Town cannot remove the signs.
c) 125 & 127 Southside Road, Joe Batt’s Arm
- Received notice that there is a boundary line dispute between the properties.
- Owners of property located at 125 Southside Road, stated that they are having the matter resolved by the courts. The owner of property located at 127 Southside Road has been notified by email of the dispute and that the Town will not be issuing any for any work to be completed on the disputed boundary until the matter is resolved.

x. Land Development by Town
- Committee discussed the Town obtaining crown land for industrial development in Central.
- Clerk/Town Manager stressed obtaining crown land for development was previously discussed by Council and it was requested that they need to identify what areas of land that they want to obtain and provide how water and sewer will be supplied to these areas.
- It was suggested that the area of land between Central and Shoal Bay should be looked at. Committee requested that the Superintendent of Public Works get a sample of water from Shoal Bay Brook for testing. It was noted by Council that the brook could have been previously turned down by Environment due to the number of cabins that are bordering on the pond for the water supply.

New Business
i. New Hire
- Maintenance Worker/Operator has submitted his resignation as of Friday, June 21st, 2019. Position is now vacant, and Superintendent will assess.

ii. Transfer of Buildings
- Concerns were expressed on the conditions contained within the transfer agreement regarding probable cost incurred for upkeep of the building by the new owner, insurance coverage in case of building lose due to fire and that the building should be returned to the town if the owner no longer wants to use it.
- Agreements were sent to councilors for review and all agreed that the agreement was acceptable.
- Council requested that the agreements for the transfer of town building to community stakeholders be referred to the Policy and Human Resource Committee for further review.

6.6 Policy and Human Resources
A meeting of the Policy and Human Resources Committee was held in the Council Chambers on June 18, 2019 from 5:00PM to 5:45PM. In attendance were Committee Chair, Councillor Barbara Jacobs, Councillors Sheldon Hamlyn and Scottie Hart and Amanda McGrath, Clerk/Town Manager.

The following items were discussed:

i. Youth Representative Policy
A copy of the Youth Representative Policy as adopted on May 28, 2019 was reviewed. The policy was forwarded to the school, to nominate a student.

ii. Vehicle Wreck Policy
2019-101
Jacobs/S. Hart
Resolved that the Town of Fogo Island adopt the Vehicle Wreck Policy as presented. Resolution Carried. In favour 5. Against 2. Deputy Mayor Torraville and Councillor William Hart were against the resolution.

iii. Fire Hydrant Connection Policy
2019-102
Jacobs/S. Hart
Resolved that the Town of Fogo Island adopt the revised Fire Hydrant Connection Policy as presented. Resolution Rescinded.
- After much discussion Council requested to defer the policy back to the committee for further review and clarification.

**iv. Consultations with Lawyer**
- Committee members discussed consultation that was made with the Town’s lawyer regarding a court case that was finalized this year and about a presentation that was made to Council at the last meeting. 
- After consulting with the Town’s lawyers, it was confirmed that no recommendations were made to staff or the Town to drop the case. It was also confirmed that all information regarding the case and correspondence from the defendant was brought forward to Council and that Council gave direction to staff to respond and what the response would be.
- The committee wished to note that it wasn’t Council’s action that cost money, but the defendants action that cost the taxpayers of Fogo Island.

**v. Other**
- Council wished to have explanation on several matters:
  - Accident reports - they are reported to the Town Office and a report is filed.
  - Tenders – Completion date is included in tenders.
  - Service NL – When the Town receives approval for Fire & Life and Accessibility Permits then the Town will issue a Permit to Operate to a Business.
  - Museum repairs – Concerns regarding having repairs completed, this was addressed with staff.
  - Scheduling for outside workers – Schedules are given to employees for completion.
  - Management Meetings – Management meets with the head of the department’s weekly and most time daily. Weekly work reports are submitted by the department heads. Monthly department head meetings have been conducted separately the past couple of months due to scheduling conflicts, however the plan is to reestablish monthly jointly department head meetings.

**6.7 Finance**
A meeting of the Finance Committee was held in the Council Chambers on June 18, 2019 from 4:00PM to 5:00PM, on the above date. The meeting was chaired by Councillor Sheldon Hamlyn and also in attendance were Councillor Barbara Jacobs, Councillor Janet Langdon and Amanda McGrath, Clerk/Town Manager.

The following items were discussed:

**i. Business arising**
- Seldom Community Hall
- Wild Cove Wellness- Staff was requested to make contact to discuss her proposal.
- Permit to Operate
- Fire & Life and Accessibility Permits from Service NL is required before the Town can issue a Permit to Operate. When the Town receives approval from Service NL, for the Fire & Life and Accessibility Permits, a Permit to Operate is then issued from the Town. It was noted that the Town does not have any jurisdiction over the Province’s permits and the information they require for approval.

**ii. New Business / Correspondence**

**Financial Reports / Tenders**
A review was completed of the financial reports: Accounts receivable, accounts payable and bank balances.
- **2019-103**
  - Jacobs/Torreville
  - Resolved that the Town of Fogo Island accept the financial reports as presented.
  - Resolution Carried. In favour 7. Against 0.

**Tender – Shipping of Advanced Drinking Water Unit’s**
- **2019-104**
Jacobs/Langdon
Resolved that the Town of Fogo Island accept the tender from R & K Construction in the amount of $5350 plus tax per unit, be approved for the transport of the two Advanced Drinking Water Units from St. John’s to Fogo Island.
Resolution Carried. In favour 6. Against 1. Councillor William Hart was against the resolution.

Ultimate Recipient Gas Tax Amendment
2019-105
Jacobs/T. Hart
Resolved that the Town of Fogo Island accept the amended funding under the Gas Tax Program.
Resolution Carried. In favour 7. Against 0.

The committee recommends researching if the Advanced Drinking Water Unit for Central can be covered under the Gas Tax Program.

Community Grant Request
i. Fogo Island Folk Alliance
2019-106
Jacobs/Langdon
Resolved that the Town of Fogo Island approve a $500 grant for the organization and promotion of the Brimstone Head Folk Festival
Resolution Carried. In favour 7. Against 0.

ii. Fogo Island Pride
2019-107
Jacobs/Langdon
Resolved that the Town of Fogo Island approve a $500 grant for the Fogo Island Pride week of events from August 4th – 11th, 2019.
Resolution Carried. In favour 7. Against 0.

Business Tax Question
- Question regarding a business operating as a small home-based business moving to a location, with a store front.
- Committee members stated that if a business is operating out of a location, with a store front, with foot traffic, it can be assessed under the Municipal Assessment Agency, therefore they should be taxed as a regular business. The business should register as required under the Municipalities Act, 1999 and an updated invoice would be issued.

Small Home-Based Business Tax
- Committee members discussed questions being raised by residents about the Small Home-Based Business Tax.
- Council had introduced a small home-based businesses tax in March and staff was instructed to send out letters to individuals, that were identified to Council as operating a business, and for the business to register with the Town. It was noted that the letters that were sent, did not include an invoice, as was portrayed to the public. Also included in the letters was a statement asking them “if you are not operating a business at this location or your business has closed, please forward information to the Town Office for review.”
- Staff and Councillors have received a wide range of comments, and the Committee is recommending posting a notice regarding the issues surrounding small home-based businesses.
  Small home-based businesses are individuals who are producing and selling products on a regular basis and advertise.
- Individuals that participate occasionally at festivals or flea markets are not included.
2019-108
T. Hart/Langdon
Resolved that the Town of Fogo Island hold a public meeting to provide residents with the correct information regarding the home-based business tax, combining of Fire Stations and the new Town Office. Resolution Carried. In favour 5. Against 2. Mayor Collins and Councillor Jacobs were against the resolution.

Property Assessment – Combining Properties.
- The previous Council did not agree with combining same use adjacent properties in the assessment role, i.e. properties owned by the same individual, one being a home and the other being vacant or with a shed on it. The parcels should be adjoining, owned by the same person or company and has similar use.
- Committee agrees that those properties can be assessed as one property now, providing that it is adjoined, on the same side of the street and owned by the same individual; properties with two or more homes on them must have a separate street number.
- After much discussion item was deferred back to the committee to further review and provide more clarification on the matter.

Request for exemption on Interest Charges
- Operator of a business located at 133 Southside Road, Joe Batts Arm forwarded an email to make the Town of Fogo Island aware of the huge wharf construction project's negative impact on their small tourism business this summer and indicated that they already had cancellations because of it.
- They are asking that if their business is shut down because of this construction, that the Town waive their business tax.
- They are also requesting that the Town not charge them the monthly interest of 1% on the business tax if they come to a solution and continue with our business.

2019-109
Jacobs/Langdon
Resolved that as per Town policy, if a Business were to close permanently, the Business Tax will be proportioned from the time they close and further recommends that the interest charges will not be waived on any tax subject to be paid.
Resolution Carried. In favour 7. Against 0.

Asset Management Project
2019-110
Jacobs/W. Hart
Resolved that the Town of Fogo Island enter into an agreement with TRACT Consulting to complete the Town’s Asset Management Project, as approved and accepted under the Federation of Canadian Municipalities.
Resolution Carried. In favour 7. Against 0.

7. Administration
7.1 PMA Convention Update
- Item was tabled for Council review.

8. Correspondence
8.1 Central Newfoundland Waste Management
- Letter was addressed by Council.
- Copy of the Central Regional Service Board financial audit statement for the year ended December 31, 2018 is uploaded to their website and is available for viewing.

8.2 Letter – SID (Stag Harbour, Island Harbour & Deep Bay) Action Group
- Group expressed concerns regarding the number of car wrecks, dilapidated buildings and other garbage items that are around their communities.
- Council requested the Staff respond to the letter identifying the new vehicle wreck policy and provide an update on work being done.

8.3 Municipal Assessment Agency Update
- Letter was addressed by Council.
- Committee meetings were held on June 6, 2019 and Board meeting was held on June 7, 2019 in St. John’s. Items discussed included approval of Agency’s audited financial statements and 2020 annual assessment notices that were sent out June 3, 2019 and appeal deadline is July 3, 2019.

8.4 Municipal Capital Works – Project Approvals – Town Office & Fogo Water Study
2019-111
T. Hart/Langdon
Resolved that the Town of Fogo Island accept cost sharing funding as outlined in the Municipal Affairs and Environment project approval letter dated June 10, 2019 to complete Town Office 17-MCW-20-00007 for $1,816,638.00 and the Town of Fogo Island agrees to provide $658,973.00 in funding for this project.

Further resolved that the Town of Fogo Island accept cost-sharing funding as outlined in the Municipal Affairs and Environment project approval letter dated June 10, 2019 to complete Water Study 17-MCW-20-00008 for $59,800.00 and the Town of Fogo Island agrees to provide $5,423.00 in funding for this project.

Further resolved that the Town of Fogo Island authorizes the Mayor and Clerk/Town Manager to enter into a funding agreement with the Department of Municipal Affairs and Environment on its behalf. Resolution Carried. In favour 7. Against 0.

8.5 Email – Concerned Citizen – Community Concerns, Seldom & Stag Harbour
- Resident expressed concerns over dilapidated buildings, car wrecks and untidy properties within the community of Stag Harbour. Concerns were also expressed over a dilapidated property in Seldom.
- Email and response from Staff were addressed by Council.
- Council requested that the group of residents in Fogo and any other residents around the island be acknowledged for their initiative of cleaning up their community.

9. New Business
- No new business to discuss.

10. Date of Next Regular Meeting:
Privileged Meeting – July 30th, 2019 (If required)
Regular Meeting – July 30th, 2019 at 7:00 PM

11. Adjournment:
2019-112
S. Hart
Resolved the meeting be adjourned at 10:44 PM.