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

**Councilors Present:**
- Mayor Wayne Collins
- Councilor Curtis Burns
- Councilor Scottie Hart
- Councilor William Hart
- Deputy Mayor Paul Torraville
- Councilor Samuel Rowe
- Councilor Tracey Hart

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

**Absent:**
- Councilor Barbara Jacobs
- Councilor Sheldon Hamlyn

1. **Call to Order:**
   Mayor Collins welcomed everyone and called the meeting to order at 7:05 PM.

2. **Agenda:**
   - **2018-156**
     W. Hart/S. Hart
     Resolved that the agenda be adopted as presented with the following addition:
     7.5 Email – Lola Sheppard, Professor Associate, University of Waterloo
     Resolution Carried. In favour 7. Against 0.

3. **Minutes:**
   - **2018-157**
     Torraville/W. Hart
     Resolved that the minutes of May 29th, 2018 be adopted as presented.
     Resolution Carried. In favour 7. Against 0.

   - **2018-158**
     W. Hart/Rowe
     Resolved that the minutes of June 11th, 2018 be adopted as presented.
     Resolution Carried. In favour 7. Against 0.

   - **2018-159**
     Burns/W. Hart
     Resolved that the minutes of June 13th, 2018 be adopted as presented.
     Resolution Carried. In favour 7. Against 0.

4. **Business Arising:**
   June 11th, 2018 – Some discussion occurred regarding approvals for salaries and the new positions created for the Town of Fogo Island.

   June 13th, 2018 – Town received a new report from Stantec since the meeting with Hon. Andrew Parsons, Minister of Municipal Affairs and Environment and MHA Derrick Bragg. The report hasn’t been reviewed by Council yet and a decision needs to be made soon.
   Council agreed to set up a special meeting in the next week to discuss the report.

5. **Committee Reports**
   **5.1 Transportation Committee**
   A meeting of the Transportation Committee was held in the Council Chambers at 7:40 PM, on June 20, 2018. The following were in attendance: Committee Chairperson, Deputy Mayor Paul
The following items were discussed:

5.1.1 Proposed 2 Ferry Schedule
Committee reviewed the proposed schedule. Vessel maintenance for the Veteran is taking place on Sunday morning at 7:00 AM as discussed in the meeting with Glenn Tremblett but the boat will not be back in service until the 2:00 PM crossing. Initially the boat was to be back in service for the 10:00 AM crossing.
Staff emailed Mr. Tremblett to inquire why this has changed and what will be taking so long to perform the maintenance on the Veteran. Mr. Tremblett has read the email but did not reply.

5.1.2 Camera System
Camera’s not installed yet at the wharves. Inquired about the internet at Farewell. This was discussed at the meeting with Glenn Tremblett and he said it would be rather costly to have the internet installed there.
Staff emailed Mr. Tremblett for an update but he hasn’t replied.

5.1.3 Priority for Freight Truck
Freight Trucking Company made a request to the committee to help get priority for his freight truck on the ferry. He now has a freight truck coming to the island one day a week and would be using the same crossing to the island on that day.
Request was declined. Freight Truck will use the “first come, first serve” basis as other users and use the ferry lineup.

5.2 Tourism
No tourism committee meeting held this month. The following report was prepared by the Director.

5.2.1 Communications
- A letter will be sent to Patricia Lynch regarding her concerns for tourism in Island Harbour.
- With trail expansion in this area, we must complete Phase 1 and consolidate the trails we currently operate before moving on to more ambitious projects such as expansions and taking on additional trails. However, this could be something the Town does in the future, but no firm commitments can be made as the nature of these projects lean heavily on funding with federal and provincial partners.
- Picnic tables and garbage bins in Island Harbour that were left out over the winter, staff will make sure those are properly taken care of come the season end.
- The Welcome Sign and other questions of development will be discussed at a proper committee meeting.
- Fogo concerns are currently being addressed as weather permits. The sign in Lock’s Cove does need to be replaced and the original details need to be found to have a sign graphic made.
- Story Boards will be put up as soon as physically able. Staff has finished the windows that can be fixed at the Bleak House and made the back window more presentable, as a new frame is being made.
- At the Experience Fogo site we will be looking into getting new lobster pots and other things of that nature using the leftover money.
- No Overnight Parking Signs cost $78.95 plus HST including delivery and the size is 18” x 24”.
Six will probably be need (4 for Fogo, 1 for Turpin’s Trail, Sandy Cove and 1 for Stag Harbour VIC).
- In the interim a worker has been hired to help the Museum Co-ordinator with the museums in Fogo until the students are hired.
5.2.2 Charging for Museums
- As there was no meeting, this item was not discussed. The Director feels that this would not be the best choice. While there is an exception to every rule, generally our most popular museums are at trail heads, or they come to our museums on a rainy day as an alternative tourism activity. These are neither good nor bad outcomes, but putting a price on that complicates things, we risk alienating our consumer base. The Director suggested creating more “our museums run on donations” signs.
- Council suggested that the Director should do a survey of surrounding communities to find out if they are charging fees to tour museums.

5.2.3 Community Garden
A good portion of the community garden is now regulated and fair. It has been communicated to all plot owners, that next year the existing plots will be made approximately the same size and divided equally to roughly 30’ X 30’ (or some variation that equals the same amount of square footage). For this year the plots have been tilled, staked, lined off, and numbered. It would be beneficial for the Human Resource and Policy Committee to create a policy around what governs the community garden, including: code of conduct, when you can prepare your plot (i.e. after the Town has tilled and numbered), and how the plots are divided up.
Woodpile: The wood is almost all removed, and they have until July 7th at Midnight to have it moved. The gentlemen were quick to start, which is hugely appreciated by the Town.

5.2.4 Tourism Support Worker
- An application for a Tourism Support Worker has been submitted and the Director is also looking into funding from the Conservation Corps Newfoundland and Labrador (CCNL) for an internship.
- If the CCNL application is approved, it will cost the Town $3000 but all wages over and above this amount will be covered: approval is needed from Council. The position with CCNL would be for a Student, duties will include looking at all the artifacts and buildings we have, assess what we have, how many we have and what quality of items we have, to see if we can make improvements in our collecting. Essentially they will be gathering data to allow the Town to formulate an opinion.

5.3 Recreation and Special Events Committee
A meeting of the Recreation and Special Events Committee was held in the Stadium Meeting Room at 7:00 pm with the following present, Director Colette Wells – Coish, Councillor Tracey Hart, Councillor Scottie Hart and Councillor William Hart.

The Following items were discussed:

5.3.1 Maintenance
The first site visit was completed on June 13th by Harold Fowler of Core Engineering for the stadium upgrades project. Present was the Recreation Director, Superintendent of Public Works, and the Stadium Maintenance Worker. A report will be completed by Harold Fowler, P. Eng. and sent for approval. The work will go to tender after this is completed. The committee feels this process is taking longer than anticipated and has concerns that the completion of this project will delay ice preparation. Approximate date for the project to go out to public tender is the first week of July and delivery time on parts is 3 months.

5.3.2 Swimming Pool Project
The Town engineer reviewed the front of the stadium as a possible area, but the space available wasn’t suitable. Another site for the pool is being reviewed at the back end of the Stadium. The engineering cost, and total project cost associated with this project
need to be determined before we proceed. The pool committee has received their incorporated status, and are officially The Fogo Island Pool Committee Inc.

5.3.3 Playground Repairs and Basketball Pads
Inspections have been done of the five playgrounds around the island. Repairs are being done, and there are changes being made. There are playground signs being placed in our 5 existing play areas and additional signs will be ordered this summer. Replacement equipment pieces are being ordered and each area will see upgrades. There is pea stone coming for Seldom playground. The basketball pad near the playground in Fogo was looked at and is in good condition.

The cement pad located on Country Road has been brought to the Director’s attention. A resident is willing to take the area and maintain it if the town would consider signing it over. It was estimated to cost $1,500.00 to complete the work needed in this second play pad.

2018-160
T. Hart/S. Hart
Resolved that the resident be permitted to do the necessary repairs at their own cost on the cement pad located at Country Road, Fogo, but the area will remain the property of the Town.
Resolution Carried. In favour 7. Against 0.

The Director has met with representatives of some community groups, arrangements have been made to meet with others to inform them of funding opportunities and playground responsibilities in our areas. The Director outlines we do not have the staff to do all the necessary work that is required in our areas.

There has been further information provided on the school playground project from Principal Jeff Neil. Tender for playground equipment is submitted to the district and should be awarded by early July. Area being used will be approximately 65’x65’ and will need to be excavated 12” inches deep into the ground for pea stone. Anticipated installation date for the equipment is towards the end of August. They are requesting that the Town have the excavation area completed by the first week of August.
Council is requesting that before any work is done by the Town; the Director needs to have an agreement in place with the School that the playground will be open for public use.

5.3.4 Programs
- There is funding approved to do the Food and Fun Camp. There will be 2 students hired.
- There were 2 students awarded under Canada Summer Jobs to do Summer Camp Programs.
- Provincial students have not been awarded yet, they have been applied for.

5.3.5 Events
- Garden Days- event held at the stadium on June 13th- planting and information on composting.
- Partnering with the school for annual Sports Day, our recreation department received funding to partner with a community group to promote healthy eating and physical activity. This is considered a “PLAY DAY” – June 22nd.
- Canada Day Bingo – Tuesday June 26th
- Teeny Bopper Dance – Thursday June 28th
- Canada Day, Sunday July 1st - plans have started and there will be extra activities on site this year, a bike rodeo, in conjunction with Family Resource Centre, as well as fireworks at night.
- Seniors Garden Party – July 11th.
5.3.6 Other
- The Director has been in contact with Eric Skinner and Jack Livingston who are bringing bands to smaller towns. There are tentative dates, but nothing definite; Fogo Island has been included in their plans. This is the same group that brought Trooper, and they have special agreements for rural areas.
- The Director has booked holiday time from July 23-31st. It was recently brought to our attention time sheets are being reviewed. The Director position is a salary based position with 40 hours per week. The hours worked over for meetings or special events have in the past been accumulated and days in lieu were occasionally honored. The committee discussed this and feels it worked in the past and it should remain the same. The Director indicated special events require planning time, and extra hours are required when events are on weekends or evenings. In addition, the Director has attended additional meetings with new groups, and community involvement for the Director is important. It is providing services and new possibilities to our residents.
- The Director suggested placing a Butt Stop 50 ft. from main entrance at the stadium. The committee suggests this item be placed in this appropriate area to help keep the area clean.
- The Director suggested a new Policy implemented for “wheelies and rollerblades”

2018-161
S. Hart/T. Hart
Resolved that the Town of Fogo Island adopt the policy that “Wheelies, Wheelguards, or any other type of footwear that has wheels are NOT permitted inside the Iceberg Arena”
Resolution Carried. In favour 7. Against 0.

- Farmer’s Market – The Director attended a meeting in the Shorefast Fisherman’s lodge workshop May 23- they are planning another meeting for this week Wednesday June 20th at 5pm at the geology Centre. They have a presenter from Clarenville coming to give more details on this idea.
- Island Harbour committee express concerns, discuss. The committee felt this letter should be discussed further by Council before any decisions are made.
- The Director mentioned the Pavement in the stadium parking lot has never been sealed or protected. The price will be reviewed and the Committee felt it should be sealed this summer.
- The Director indicated an additional exit in ice plant as escape in event of ammonia leak is necessary. This will be reviewed and put in place as soon as possible. Also any other safety concerns will be installed as deemed necessary.
- Lighting in all dressing rooms, washrooms, EXITS, are becoming a problem it is recommended to change out ballast to LED and possibly apply under TAKE CHARGE – HYDRO for a program and rebate.
- The kindergarten Graduation occurred on June 7th. This was a great event and the space seemed to be accommodating.
- Recommends the Town have an appreciation and awards night once a year to recognize youth achievement, in athletics.

5.4 Fire Services and Public Safety
A meeting of the Fire Services and Public Safety Committee was held in the Council Chambers at 7:03 PM on June 20th, 2018. The meeting was chaired by Deputy Mayor Paul Torraville and others in attendance were Councillor Sam Rowe, and Daphne Coles, Town Clerk (Acting). Absent was Councillor William Hart.

The following items were discussed:

5.4.1 Posting and Hiring of New Fire Chief
- The Clerk had updated the Job Description and Job Ad and emailed it in to Linus Tremblett, Fire Protection Officer, Fire Services Division, Department of Municipal Affairs and Environment, for
his review since mid-May. Staff emailed Mr. Tremblett again today for an update on his review but didn’t get a reply.
- Deputy Mayor Torraville spoke with Mr. Tremblett earlier today and he has briefly looked at the Job Description.

5.4.2 Discussion on 3 Fire Halls vs One Fire Hall and the Need for Public Input
- Committee members have spoken with some of the Firemen about the combination of fire services for Fogo Island. Many firemen feel there should be some public input on this before a decision is made.
- Council recommended that all Councilors should have a copy of the latest report from Stantec for review and a Special meeting will be held in the next week or so for discussion.

5.4.3 Training
- Committee has some concerns about whether the proper training is provided to new members.
All new members are required to complete the Basic Firemen’s Training Course. If a new member is injured during a callout and no training has been provided they may not be covered under insurance.
- When the Committee meets with the Fire Chiefs from all Fire Departments to discuss the Stantec Report on the Fire Halls they will discuss training at that time.

5.4.4 Fire Truck Maintenance
- At a recent meeting of Council it was noted that the Fire Trucks in JBS and Fogo require maintenance by a certified technician. Linus Tremblett was contacted and he forwarded our request to Central Technical Services in Bishop Falls. Fire Chiefs have been forwarded the contact information.
- Fogo Fire Chief, Darryl Hart has been in contact with a technician, they are preparing a quote to come to the island to check the Fire Trucks.

5.4.5 eDispatch System
- This system will be an addition to our pager system and will alert our Firemen that an emergency call is in progress by notifying them via cell phone, landlines, or other wireless devices by text, voice and app notifications. It will provide a wider area range as pagers are only limited to our community. The Musgrave Harbour Fire Department is using this system and have 20 pagers connected for approximately $1600.00/yr. Cost may vary depending on the number of units connected.
- Council recommended that one of the Fire Departments try the one-month free trial use of the eDispatch System and they can decide which Department would be best. eDispatch System will require internet, there may be internet service at the JBS Community Hall so they may try it with the JBS Fire Department.

5.4.6 Small Airport Fire Training
- It’s been many years since this training was done on the island. With Evas Air setting up regular flights to the Airstrip Fire Departments need to do this training again.
- Staff has sent the request for Small Airport Fire Training to Linus Tremblett. An Instructor will be required to come to the island as this is a 2-day course. Two to three Firemen will be chosen from each department to complete the training, as it would be impossible to train everyone in one session

5.4.7 Inspections
- Building inspections are required for many Fire and Emergency Life Permits. Sometimes these inspections require several visits before it is approved. With only one person doing these inspections it is very time-consuming especially while working and many inspections are being left undone or take a long time to complete.
- Council requested that Staff check with Linus Tremblett to see if there is an Inspector available that will come to the island and do the Fire and Life Safety inspections and the applications will then go through the Town Office.

5.4.8 Purchase Request from Seldom-Little Seldom Fire Department
This past March Seldom-Little Seldom completed a Cold Water Rescue Training Course. In order to perform this training proper equipment is needed. Seldom-Little Seldom is requesting funding to purchase the proper equipment. Cost quote of $11,575.00 plus HST from Safety Source Ltd is provided. Council discussed the cost and the importance of the equipment now that training has been done.

2018-162
Torraville/Rowe
Resolved that the Town apply for government funding to purchase the equipment required for Cold Water Rescue as requested by Seldom-Little Seldom Fire Department.
Resolution Carried. In favour 7. Against 0.

5.4.9 Finance Statement from Tilting Fire Department
Finance statement addressed by Council.

5.4.10 New Member Application – Tilting Fire Department
Committee reviewed new application. Two members of their Fire Department have retired. Council requested Staff to check for the number of members currently on the department, if they are below the 20 members then they can accept the new member.

5.5 Public Works
A meeting of the Public Works Committee was held in the Council Chambers on June 14, 2018 at 7.00 PM. The following were present, Councilor Samuel Rowe, Chair, Deputy Mayor, Paul Torraville, Councilor Scottie Hart, Daphne Coles, Town Clerk (Acting), Mark Penton, Superintendent of Public Works, and Darryl Hart, Maintenance Worker.

The following items were addressed:

5.5.1 Pump Houses
- Frequency drives for pumps in Joe Batt’s Arm, Seldom, and Tilting have been received and all are installed.

5.5.2 Fogo Water Intake
New chain for the top of the intake at Freeman’s Pond has not been ordered yet. The Superintendent will check this out.

5.5.3 Island Harbour Boat Launch – Quote from R & K Construction
George Squires was contacted to provide a full quote for the entire scope of work needed for the slipway.

5.5.4 Spring Cleanup
- Tender was later awarded to Fogo Island Construction Limited. After speaking with R & K Construction their bid was for one truck only per day, therefore Fogo Island Construction Limited was the lowest bidder.
- Committee would like to see new ideas for Spring Cleanup in 2019 as this is both costly and time consuming for the Town. The Superintendent of Public Works will look at the cost for this year and make recommendations for next year.

5.5.5 11 Mercer’s Place, Fogo – Water line connected to fire hydrant
- Engineer Jim Harty has been contacted to do a cost estimate for this connection.
- Staff will check with the other property owners who have vacant lots in that area to find out what their development plans are.

5.5.6 Letter from Hydro – Tilting Fire Hall
Both electricians on the island were contacted for quote and LGR Electrical was the lowest bidder.

5.5.7 Lift station repair – Old hospital site, Fogo
Public Works Staff received two quotes. H & R Construction Ltd from Chapel Arm will be doing the repairs. Staff is waiting on date for repairs so they can make arrangements to have a Septic Vac Truck on site that day as well.

5.5.8 Salt Shed in Deep Bay
- Deep Bay Community Committee reported that nothing has been done with this building by the Fogo Island Co-operative Society.
- The Superintendent of Public Works reported that building was checked by Co-op staff and it is not feasible to repair. Siding is blowing off the building and the shores under the building are in poor condition. Children live and play in the area and the building poses a danger of collapsing. Council requested Staff check with the Superintendent to see if he has been in contact Mr. Barnes for an update on when building will be torn down. If no information is provided issue a Demolition Order, if necessary the Town will hire a contractor to take down the building and invoice the cost for the work to the Fogo Island Co-op.

5.5.9 Old Fire Truck in Deep Bay
- Deep Bay Community Committee reported that the truck is still by the side of the hall. Staff has been speaking with Cliff Rowe, he went to get the truck but the motor is seized up so he will not be taking the truck.
- Committee discussed the condition of the old truck that is out by the Town garage in Fogo that belong to the Island Harbour Fire Department. Truck isn’t in working order and cannot be repaired.
- Council requested that the Superintendent hire a contractor to take the 2 trucks to the dump.

5.5.10 Old well house at end of Town Hall Road, Joe Batt’s Arm
- The house over the well is in a poor condition. This was a government well with the old-fashioned hand pump that many residents used years ago to get drinking water.
- The Committee requested that Public Works Staff inspect the building and the well and do whatever needs to be done.

5.5.11 Quote from K & D Pratt
- Chlorination equipment at the Fogo Water Shed and the Chlorination Building on School Hill in Joe Batt’s Arm were both installed by K & D Pratt. These systems haven’t had a maintenance inspection for several years and the recommended frequency inspection is yearly. A quote was presented from K & D Pratt for the maintenance inspection on these 2 systems and training for staff. Staff also informed the Committee that at the Chlorination Building on School Hill the button for changing the chlorinator from automatic to manual is broke.
- Committee requested that Superintendent of Public Works get more information on this quote from K & D Pratt. Superintendent will also look at the chlorinator button to see if he can do the repairs.

5.5.12 Vehicle Maintenance
- The Superintendent informed the Committee that the Town’s equipment is in need maintenance and some cannot be done by our staff. Trucks need wheel alignments, tires are worn on the inside.
- The Committee advised that the Superintendent use his own judgement on the repairs that need to be taken to the garage, use a garage on the island if the work can be done here, if not take the equipment to a garage off the island.

5.5.13 Retainer Rock Wall – Located by 2 Little Harbour Road, Fogo
Public works staff looked at the area and it looks like the retainer wall is under pressure and may have moved out. This retainer wall has been there for years, possibly when the water and sewer was installed or even earlier.
Public works staff will continue to monitor the area.

5.5.14 Letter from Gerald Walbourne
- The property across the street from his residence is in a dilapidated state, there is a car wreck at the front of the building and it is an eyesore. The problem with the smell from the dumping station still exists. Committee discussed previous work that has been done with the dumping station to try and solve this problem.
- Superintendent of Public Works looked at the dumping station and spoke with Mr. Walbourne, the smell is worse when the Vac Truck dumps sewer there. There is a vent already installed and he doesn’t think there is anything that can be done. Council requested that when the Vac Truck is out again, maybe they can have him dump the sewer down in a manhole in a more suitable location. Another letter was received from Mr. Eugene Bailey about the condition of the building after the Public Works Committee meeting and it was discussed by Council as well.
- Council requested that Office Staff send out a letter to the property owner regarding the condition of the building and the old car wreck on the front of the building.

- The Committee also discussed the condition of the turnaround by the dumping station, shoulder of turnaround needs to be upgraded with material and potholes filled. Turnaround is owned by the property owner but the Town owns the dumping station and should keep it upgraded. Area is very dangerous when driving in with a trailer in tow.
- The turnaround for the dumping station has been upgraded with some fill material.

5.5.15 Letter from Paul Hurley – Oliver’s Cove Road, Tilting
- Road is full of potholes, soft areas and culvert needs replacing just after the gardens. Road is not passable now by car, only by truck, therefore many residents with cars cannot access their gardens. Road is also used by many tourists and some have already done damage to their vehicles.
- Public works has assessed the road and to upgrade a culvert needed to be replaced and prepare the road surface with approximately 6 loads of fill. This will take about a week’s work for the Town.
- Council agreed as this is a Town owned road it will have to be made passable and to go ahead with the assessed repair work.

5.5.16 Letter from Municipal Affairs and Environment – Approval to Award Tender – Green’s Lane, Seldom
Letter was addressed by the committee. Tender for Green’s Lane Water and Sewer Project was awarded to R & K Construction.

5.5.17 Update on Sewer Issue – 39 Little Harbour Road, Barr’d Islands
- The Superintendent provided update to committee. On Tuesday, June 12th the owners of the property contacted the Town regarding a blockage in their private sewer line. Public works staff visited the site that afternoon, used the sewer snake and found that the sewer line was crushed about 3 feet in from the outside shoulder of the road. It was reported that the sewer pipe was protected by a galvanized culvert and a portion to this got removed during Water Project. As a result of wave action the armour stone placed on the outside of the road to prevent the road from washing away by the former Town of JBS many years ago had moved. Town backhoe was brought
on site and the armour stone was too big to move with the Town equipment so a contractor was called in to pack the rocks back in and hopefully fine the blocked sewer line but they couldn’t locate the pipe. At this time Superintendent informed the homeowner that this wasn’t the Town’s responsibility and any further work would have to be done on their behalf and incur their own expenses. Further road maintenance will be required by the Town to maintain the area where the pavement is removed.

- Council agreed to have the Superintendent review this issue with the Engineer that oversee the capital works project for the water to determine the cause of the damages and who is responsible, then make a recommendation to Council.

5.5.18 Update on Outfall Smoke Testing – Biomaxx
Workers from Biomaxx will be onsite Monday, June 25 to begin the Outfall Smoke Testing. Notices will have to be put out to residents on the outfalls affected and fire departments need to be contacted.

5.5.19 Update on Stadium Capital Works Upgrades
- Superintendent of Public works provided an update. The site inspection was completed Wednesday morning, June 13th, by Harold Fowler, of Core Engineering. There will be a report prepared from this visit that will be sent to the Town and Wilfred Maloney of Municipal Affairs for review before the project work is sent to tender. Committee discussed the work to be completed in the project and the importance to have this work done by early October so the ice surface can be prepared without delays.
- Committee recommends that the Town review the Tender before it goes public and a request be made to include in the tender contract that all work be completed by October 10th, 2018 to avoid delays in preparing the ice surface for this season. Committee also discussed the Superintendent’s knowledge of the stadium equipment and required maintenance.
- Council agreed that Superintendent of Public Works should oversee stadium maintenance.

5.5.20 Land for Subdivision
Committee discussed how hard it is to acquire land within our communities to build new homes. Many municipalities are acquiring land from Crown Lands to use for subdivisions to help solve this problem. Municipalities can acquire land much easier and cheaper than local Contractor’s, in turn these subdivisions could be sold to contractors to develop.

2018-163
Rowe/S. Hart
Resolved that the Town of Fogo Island acquire vacant land for the use of development of subdivisions.
Resolution Carried. In favour 7. Against 0.

5.5.21 Other
Central Newfoundland Waste Management
Mayor provided a brief report on the last meeting. CNWM is still in ongoing meetings with the Western region to persuade them to bring their garbage to central. No agreement has been signed yet. If the Western region agreed to come on board, the tipping fee could possibly be reduced to $80.00 per tonne. Currently the Town is paying $136.00 per tonne and $79.00 of this fee is allocated for household collection fee.

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

The following items were discussed:
5.6.1 Climate Change Staff Grants
This program involves new grants to help supplement salaries to enable municipalities to hire staff working on climate change programs. Funding is available for small municipalities and asset management program can be covered. Deadline for applications is June 29, 2018. The Committee recommends that this be referred to Management Staff for completion once the Asset Management Training is complete.

5.6.2 Employee Evaluations
Employee performance should be evaluated periodically for both Management and Staff. An evaluation form must be completed by both the employee and the employer and then both sit down together to discuss. This is a good way to determine the employee’s strengths, any weaknesses that need to be worked on and any other issues that both parties may want to bring forward.

2018-164
S. Hart/T. Hart
Resolved that the Town adopt using Performance Evaluation Forms for Management and other Staff.
Resolution Carried. In favour 7. Against 0.

5.6.3 Overtime for Staff on Salary
- Management Staff receive extra hours per week for the attendance of meeting after the regular daily hours of work and this compensates for any overtime incurred. Salaried employees should not be accumulating any overtime during pay periods, if so maybe this should be taken off as time off in lieu.
- Council requested to defer the attached information for Flex Time until it can be further reviewed with the Human Resources and Policy Committee.

5.7 Finance
A meeting of the Finance Committee was held in the Council Chambers at 4:30 PM. The meeting was chaired by Councillor Sheldon Hamlyn and also in attendance was Amanda McGrath, Clerk/Town Manager.

The following items were discussed:

5.7.1 Financial Reports
A review was completed of the financial reports: Accounts receivable, accounts payable and bank balances.

5.7.2 2017 Tax Recovery Plan
Council reviewed the attached Tax Recovery Plan.

2018-165
Burns/S. Hart
Resolved that the Town approve the 2017 Tax Recovery Plan.
Resolution Carried. In favour 7. Against 0.

5.7.3 Municipal Asset Management Program

2018-166
Burns/W. Hart
Be it resolved that Town of Fogo Island directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities’ Municipal Asset Management Program for Town of Fogo Island Asset Management Project.

Be it therefore resolved that the Town of Fogo Island commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities’
Municipal Asset Management Program to advance our asset management program:  
☐ Activity 1 - Asset management plans, policies and strategies  
☐ Activity 2 - Data collection and reporting, and  
☐ Activity 3 - Training and organizational development.

Be it further resolved that the Town of Fogo Island commits $12,500.00 from its budget toward the costs of this initiative. 
Resolution Carried. In favour 7. Against 0.

5.7.4 iPads  
2018-167  
Burns/Torraville  
Resolved that the Town purchase 13 iPads.  
Resolution Carried. In favour 7. Against 0.

5.7.5 Montreal Canadiens Alumni Game  
A review was completed of the financials from the game.

5.7.6 Credit Card  
2018-168  
Burns/Torraville  
Resolved that the Town approve a Town credit card with a $5,000 limit for the Superintendent, Public Works  
Resolution Carried. In favour 7. Against 0.

5.7.7 Reception  
2018-169  
Burns/S. Hart  
Resolved that the current call-in Receptionist/Administrative Assistant position become a permanent position. 
Resolution Carried. In favour 7. Against 0.

6. Administration  
No issues were presented.

7. Correspondence  
7.1 Fogo Island Co-op – EDP Letter  
Letter was addressed by Council. Fogo Island Co-op cancelled their 90-day notice of withdrawal from the Economic Development Partnership.

7.2 Letter – Rev. Ivan F. Jesperson  
Letter was reviewed. Rev. Jesperson has written a letter to Prime Minister Trudeau requesting that both the Federal and Provincial governments invite their Natives to participate in the discovery and recovery of Beothuk remains that were buried on Fogo Island some 195 years ago. Council requested that Staff acknowledge Rev. Jesperson’s letter with a letter of support to Prime Minister Trudeau.

7.3 Letter – Mary Adams Decker, 134 Southside Road, Joe Batt’s Arm  
- Letter was addressed by Council.  
- Council agreed to allow Ms. Decker time at the next month’s regular council meeting to present her concerns with any permits issued at 136 Southside Road, Joe Batt’s Arm.
7.4 Letter – Laura Higgins, 160 Southside Road, Joe Batt’s Arm
- Mrs. Higgins inquired when the road leading to their property at the end of Southside Road will be paved, as most all other bi-roads in the community have been completed in the last couple of years.
- Council reviewer the letter. This section of road wasn’t done due to the waterline leading out that road needed to be replaced and this wasn’t done until last year. Council requested that Staff write a letter of reply informing Mrs. Higgins that it will be looked at in the next year’s budget preparation and placed on the priority list.

7.5 Email – Lola Sheppard, Associate Professor, University of Waterloo
- Architects from the University of Waterloo, who are working on research relating to Fogo, requested to view the Stantec Report for the new Town Hall Project so they would be able to integrate any key information into drawings they are working on about locations of current and future municipal infrastructure.
- Council denied this request as the report is not yet public.

8. New Business
8.1 Old Well in Deep Bay
- This is an old government well and the house covering the well is in poor condition and very dangerous for any children playing in the area. The old well may be located on a resident’s property.
- Council requested that Staff confirm the ownership of the property the well is located on before anything is done.

8.2 Museum Assessment Report
Staff will confirm with the Director Tourism, Culture and Heritage if all the reports have been received.

9. Date of Next Regular Meeting:
Privileged Meeting – July 31st, 2018 at 6:30 PM (If required)
Regular Meeting – July 31st, 2018 at 7:00 PM

10. Adjournment:
2018-170
W. Hart
Resolved the meeting be adjourned at 9:56 PM.

Amanda McGrath
Clerk/Town Manager

Wayne Collins
Mayor