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

**Councilors Present:**
- Mayor Wayne Collins
- Councilor Barbara Jacobs
- Councilor Samuel Rowe
- Councilor Tracey Hart
- Deputy Mayor Paul Torraville
- Councilor Janet Langdon
- Councilor Sheldon Hamlyn
- Councilor William Hart

**Absent:**
- Councilor Scottie Hart

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

1. **Call to Order:**
   Mayor Collins called the meeting to order at 7:06 PM and welcomed everyone. Gallery was full to the capacity of 23 people and apologies were made for not changing the venue to accommodate the public. Four residents were asked to leave due to capacity for fire regulations. Meeting was aired on the town Facebook page for anyone to listen, as a last-minute option.

2. **Delegation**
   **2.1 Pauline Brown – Fogo Island Partridgeberry Harvest Festival**
   - Ms. Brown is the Director for the Fogo Island Partridgeberry Harvest Festival. She provided a brief history of the festival. The festival started in 2008 as a Shorefast Foundation initiative, by 2012 it became an independently run and self-sustainable festival. Festival is held at the Iceberg Arena every October at Thanksgiving, celebrating the harvest and promoting Fogo Island’s cultural arts and heritage. It has become one of the Island’s largest most popular events.
   - Purpose of the presentation is to ask for the Town’s support and she described the huge impact that the home-based business tax is having on this year’s festival. Many regular vendors are having second thoughts about participating this year because the Town is implementing this tax. Without the vendors, there is a possibility of no festival.
   - Feels that the Town has not been very supportive of the Fogo Island Partridgeberry Harvest Festival over the past years. No Town presence of either Town Staff or Council members, Mayor has never been present, to give greetings at opening ceremonies, lack of financial support or volunteering, high rental costs of the stadium and now implementing the small home-based business tax on the hobbyists, young entrepreneurs and our aging crafters. This all threatens the life of the festival.
   - Requesting that the Town defer the small home-based business tax immediately.
   - Council thanked Ms. Brown for her presentation on behalf of the Fogo Island Partridgeberry Harvest Festival and advised that Council will review her presentation and Staff will follow-up with correspondence.

3. **Agenda:**
   2019-135
   Langdon/W. Hart
   Resolved that the agenda be adopted as presented.
   Resolution Carried. In favour 8. Against 0.

4. **Minutes:**
   2019-136
   Hamlyn/Torraville
   Resolved that the minutes of the regular meeting held on July 30th, 2019 be adopted as presented.
   Resolution Carried. In favour 8. Against 0.

5. **Business Arising:**
   **5.1 26 North Shore Road, Fogo – Mil Rate Review**
- Council and Staff review the current mil rate categories for accommodations. Changes were made during the budget review for 2015. No changes will be made for this year however, Council and Staff will do further review in preparation for 2020 budget.
- Council requested that Staff write a letter to the property owner.

5.2 Small Home-Based Business Tax
- Both Council and the Finance Committee have further reviewed the Small Home-Based Business Tax and has decided to proceed with the taxes for the small home-based businesses. Under the Municipalities Act, 1999, the Town shall impose Business Tax on businesses operating in the municipality and home-based business tax has been introduced by many other municipalities in the province.
- Definitions that will be used are as follows:

Small Home-Based Business
An undertaking supplying a product or service for a fee, on a continual or ongoing basis, that has not or cannot be assessed under the Municipal Assessment Agency. Minimum business tax of $25, maximum of $400, at 2.5% of Gross Revenue. Individuals are asked to please advise the Town of your Gross Sales and your appropriate taxes will be applied.

Direct Sellers
Consultants/Representative’s such as Tupperware, Mary Kay, Avon, Scentsy, etc., the Business Tax rate is set at $25.

- The onus will be on the individual to come to the office and register their business, Staff will not be policing the public for who has a business. Once the office receives complaints however, it is their responsibility to act on them.

5.3 Deep Bay Community Committee – Old School House
- Committee has contacted the Clerk/Town Manager and they have agreed to take over the Old School House under the conditions of the existing contract.
- Clerk/Town Manager will make arrangements to get the contract signed.

6. Committee Reports
6.1 Transportation Committee
- No meeting was held.

i. Power Outage at Farewell
- Staff recently received a complaint about a power outage at Farewell for at least 2 hours in duration. There was a big crowd in the line-up for the ferry and many people were without washroom facilities during this time as there wasn’t any water to the terminal.
- Staff emailed Lewisporte office for any information and suggested that other arrangements be made in the future during scheduled power outages for the travelling public to have use of washroom facilities, maybe a generator system could be onsite to provide water to the washrooms or porta potties for use as many people were forced to go behind the building to use the washroom.
- Response from Director of Marine Services, was that they were not given prior knowledge of the power outage and did not find out until the power went out. They have contacted NL Hydro and they will be calling to inform them of planned outages going forward so alternate arrangements can be made. In going forward they will make every effort to have an alternate power source in place or the outage scheduled outside of Ferry operating hours.

ii. Letter – SID Action Committee
- Copy of letter sent to Mr. Ches Crosbie, PC Leader was forwarded to Council. Concerns were expressed regarding an incident that occurred where the Hearse was coming to Fogo Island to pick up a body and the hearse owner was also in his own personal vehicle. The Captain on shift gave permission for both
vehicles to have priority boarding. Another concern was the 25% - 75% deck space allocation for Change Islands versus Fogo Island.
- Council is waiting on a date for a meeting with Minister Crocker and these concerns will be addressed.

6.2 Tourism, Culture and Heritage Committee
In-lieu of a meeting for August, the Director of Tourism, Culture, & Heritage has provided the Tourism Committee a monthly update including general, maintenance, and trail updates.

The following items were addressed:

i. General Updates
- The Old Post Office Museum has a new extension cord so that the video presentation system can display properly.
- Approval has been given for the winter Job Creation Program (JCP). We have been approved for 7 positions for 8 weeks (3 Tourism Maintenance Workers / 4 Tour Guides). Job ads have been posted on social media, the Town’s website, and faxed out to local businesses.
- We have had complaints about the Marconi Site sign at the premises. Tourists are confused as to where the Marconi Site is. To help alleviate confusion the Director has suggested to move the sign to an alternate site. One site would be in front of the building overlooking Fogo so that you can notice it from the road, the alternative would be to place it at the bottom of the lane leading up to the Marconi Site close to the sign that’s already there.

ii. Maintenance Updates
- The Marine Interpretation Centre wharf work has been completed. The land was back filled, and wharf has been levelled and stabilized. The Director has sent off requests for quotes for engineering assessments for the structural integrity of the building and the wharf. The quote must include a diver’s report so we can understand how to fix the washout problem that we have been experiencing.
- Brochure racks have been installed at both ferry terminals. The Fogo Island ferry terminal will be checked every week as long as we have staff at the Visitor’s Information Centre and the Farewell terminal will be checked whenever possible. This also gives others the chance to place some material in the racks as well.
- Tilting Firehall washrooms have had some electrical issues. It was checked and the tourism maintenance worker has completed work on replacing an exhaust fan, vent cover, and some drywall.
- The Marconi Centre has some electrical issues as well, it will be assessed this week and followed up after an assessment has been completed.

iii. Trail Updates
- The weather has been very good in completing our trails on the island. Currently Brimstone Head, Deep Bay, Fogo Head, and most of Waterman’s Brook trails have been completed for repairs. Lion’s Den trail is currently being worked on and following Lion’s Den trail the trail crew will focus on finishing up Joe Batt’s Point trail and Turpin’s Trail. The main work will be on Turpin’s Trail as it does need a great deal of work to complete.
- Director and Foreperson from the trails crew went to Change Islands to assist in the hiring process of their trails crew. A Foreperson and three trail workers were hired.
- Director is continuing to search for an ATV for the trails crew and for future use on the trails.

iv. Correspondence
- A resident has brought forward concerns over the storyboards and information related to the Beothuk. They mentioned that the stories don’t portray the Beothuk’s appropriately and it is worth going over the stories to provide more accuracy and a more neutral story. The Director will investigate this and reach out to Beothuk historian’s in Newfoundland and Labrador in the fall.
- A resident has asked the Director to look into the old wishing well that used to be in Fogo at Brimstone Head. The resident has asked that the original wooden wishing well be made and installed back to the original place. There is a rock well currently in the spot where the old wooden well used to be. The Director has brought this to his tourism committee to decide what’s the best course of action.
6.3 Recreation and Special Events Committee
No regular Recreation meeting held this month. The following report has been provided to give a brief update on summer events.

i. Business Arising from Council Meeting
- The new playground is progressing at the school. The Director has talked to the school administration regarding cameras in the playground and will follow up in September on this issue once the new school year begins.
- Concerns were expressed that the pea-stone hasn’t been spread on the playground yet. School is opening soon, and the playground should be ready for the children to play on. Council requested that Staff check with the Principal for an update.

ii. Summer Maintenance
- The summer maintenance position has been extremely busy with regular repairs and safety issues. There has been little time for beautification work in many areas, safety concerns are addressed first.
- This summer there wasn’t any JCP recipients available. Two projects were advertised and neither had enough response to proceed. This made a huge difference to the amount of work accomplished in our sites around the island. Safety issues of working alone should also be considered.
- The system with work orders for the maintenance worker worked well. Many items were repaired and continue to be done as needed. However, concerns and opinions of the duties required of the maintenance staff were presented, a clear understanding of what is expected and accomplished by one maintenance worker for several sites is needed as everyone is wanting similar jobs completed at the same time. This issue has been brought to my attention by the maintenance staff as well. This maintenance worker is also a call-in staff for the arena. Director is requesting that the rate of pay for the Maintenance Worker be reviewed by Council.

iii. Community Market Program
- This program is going well every Saturday. Various vendors participate. Locals and visitors enjoy the services available. There is interest in continuing the market throughout the fall at another location once the stadium opens for ice activities. The common room will be considered but they will be looking for another site if this is not feasible.

iv. Summer update:
- Summer programs are going well. Enrollment varies from week to week. There are many new activities for kids at camps this summer, including basketball, football, rock painting, cooking, gardening and more. There were many visiting families who participated in the activities as well.

v. Events/Activities:
- Seniors Garden Party – July 17th
- Special Fun Day – July 30th
- Campfire/ Sing a long – August 7th
Note:
- September 4th-5th – Fireman’s Fishing Derby at the Stadium
- September 13th – Tennie Bopper Dance
- September 14th – Adult Dance – Band “Mandown” – volunteers appreciated.
- A Seniors Prom is being planned for the fall however no date confirmed.

vi. Gas Detection Unit
- Council reviewed the attached quotes for the required Gas Detection Unit and requested that the Superintendent of Public Works review the quotes before a decision is made. Installation costs is not included on one of the quotes.

vii. Other
- A thank you card has been sent to the original soccer committee thanking them for their monetary donation. The ride on tractor has been purchased and the field will be fertilized in the fall.
- The contract for the grant of $25,000.00 for new LED lighting for the front of the stadium and its interior rooms, under the Farm Credit Funding has been sent and moving forward.

6.4 Fire Services and Public Safety
A meeting of the Fire Services and Public Safety Committee was held in the Council Chambers from 6:00 – 7:00PM on August 22nd, 2019. The meeting was chaired by Deputy Mayor Paul Torraville and others in attendance were Fire Chief Tommy Simpson, Mayor Wayne Collins, Amanda McGrath, Clerk/Town Manager and Daphne Coles, Executive Administrative Assistant. Absent from the meeting were Councilor Sam Rowe and Councilor William Hart (6:50PM).

The following items were discussed:

**I. Review of Fire Chief’s Report**
- In this report you will see changes to the Fogo Island Fire Service, I would like to thank the Departments who took the time to work with me since I arrived in this position and look forward to the challenges ahead to improving the services we provide. Some of the changes are as follows:
  - Developed systems for record keeping in the following: fire calls, training, PPE, truck maintenance,
  - A chain of command for Fogo Island Fire Department
  - Vision and mission
  - Ethics and new policies for Fogo Island Fire Department
  - Developed new Standard Operating Guidelines for the Thermal Imaging Camera (TIC)
  - Respiratory Protection Program
  - Breathing Apparatus log
  - Cylinder Log
  - Fire Department Progress Report
  - Regional Fire Chiefs Team
  - Took possession of Defrag Unit
  - Took possession of new BA and Cylinders
  - Took possession of Thermal Imaging Camera
  - Took possession of CO Detector
  - Tested hose and main pumpers
  - Initiated new fundraising campaign for equipment fund.

2019-137
Torraville/Rowe
Resolved that the Town of Fogo Island open a new bank account with Scotiabank for any funds raised by the Fogo Island Fire Department for an Equipment Fund. This account will be separate from other accounts with the Town and Fire Stations.
Resolution Carried. In favour 8. Against 0.

- Set limitation on passengers in fire dept. cube van (Safety issues)
- Working with HiTech Communications on improving paging system, moving towards 1 paging response for island, and improving communication between stations on a call.
- Completed 3 building inspections
- Confirmed date for Jaws of Life course - September 29, 2019 – Beginning @ 7:30AM.
- Confirmed date for Drug Course - September 25, 2019 – Beginning @ 7:00PM.
- Working on the list of fire prevention activities
- Worked with Deputy Chiefs on 1 Firefighters’ Ball on October 5, 2019 at the Stadium
➢ Changed static water supply location with Superintendent of Public Works due to lack of water and cost efficiency. Moved from the original site to the rails on the Fogo highway.
➢ Located and marked the static water supply in Stag Harbour at the Stag Harbour pond.
➢ Meeting with Deputy Fire Commissioner, Linus Tremblett.
➢ Completed the new Emergency Management Plan with changes and updates as per boats, council, new staff.

2019-138
Torreville/Rowe
Resolved that the Emergency Management Plan be “Approved in Principle” and sent to Fire and Emergency Services for review and approval.
Resolution Carried. In favour 8. Against 0.

➢ Working on a special funding grant with MHA to receive up to 80% funding for frontline equipment.

2019-139
Torreville/W.Hart
Resolved that the Fire Chief proceed with applying for a Special Assistance Grant to help cover the cost of purchasing the new defrag system, breathing apparatus, cylinders and hoses.
Resolution Carried. In favour 8. Against 0.

ii. NL Fire Services Annual Fire Convention, Gander – September 27-29, 2019
2019-140
Torreville/Rowe
Resolved that the Town of Fogo Island give approval for Fire Chief Simpson and 3 Members of the Fire Department to attend the Fire Convention in Gander from September 27th – 29th, 2019.
Resolution Carried. In favour 8. Against 0.

- These advancements would not be possible without support of the fire department and council working together and team building has been very positive with the changes put forward.
- I believe to move ahead we can’t be stuck in the past, regarding equipment, training, or even feeling towards council. November 30, 2019 will begin a new positive chapter for the Fogo Island Fire Service. With many exciting advancements and lots of interesting discussions.

6.5 Public Works
No Public Works Committee meeting held during August. Update on the following issues for the past month.

1. Engineering consultant quote
- Received 3 quotes for the development and septic design for the proposed area for the new garage and shed. They are as follows
  Cecon                      $7452.58 (HST included)
  DMG Consultants           $12,524.19 (HST included)
  EECL consulting           $11,195.25 (HST included)

2019-141
Rowe/Torreville
Resolved that the Town of Fogo Island accept the quoted price of $7452.58 from Cecon for the development and septic design for the proposed area for the new garage and shed.
Resolution Carried. In favour 8. Against 0.

2. Advance Drinking Water System
- As of August 20, 2019, the Chief Electrical Inspector for the province has granted permission to LGR electrical to proceed with a new permit. Once the permit and hookup are complete, we can commence with the final steps of water hookup and training.

3. Dilapidated Buildings
- Demolition notices have been placed on four buildings in the community of Stag Harbour. The fee is $136.00 per ton to dispose of the demolition material at our central site. The problem arises whereby the facility can’t handle all this waste at one time and may limit the loads to 2 or 3 a day since all material must be combined with normal garbage that's shipped to Norris Arm for burial. This delays demolition and higher contracting expenses are incurred due to loads being limited on a day basis. The other option would be to transport material directly to Norris Arm via contractor. An average bungalow estimated cost is $3000.00 dollars for waste fees.

- Council discussed the removal of these buildings and the issues with disposal. The demolition material cannot be stockpiled at the Fogo Island site due to limited space. With having to transport the material off the island the Town is incurring a huge expense to remove the dilapidated buildings that may not be recoverable. Council Representative with the Central Newfoundland Waste Management Board will have these issues discussed at the next meeting and as a solution, impress upon the Board to use bigger trucks for transporting the materials off the island and they pay the trucking fee. The Town’s cost should remain at $136.00 per ton.

4. PH system
This file is in the hands of Municipal Affairs due to an appeal by a one of the companies that tendered on the work. There seems to be confusion on what was tendered and what was in the spec. Will have to wait for a ruling from Municipal affairs.

6.6 Policy and Human Resources
- No meeting was held.

6.7 Finance
- No meeting was held.

New Business / Correspondence
i. Financial Reports
- A review was completed of the financial reports: Accounts receivable, accounts payable and bank balances.
  2019-142
  Hamlyn/Jacobs
  Resolved that the Town of Fogo Island accept the financial reports as presented.
  Resolution Carried. In favour 8. Against 0.

ii. Community Grant – Fielle Tilting
  2019-143
  Hamlyn/Langdon
  Resolved that the Town of Fogo Island approve a $500.00 grant for the Fielle Tilting.
  Resolution Carried. In favour 8. Against 0.

7. Administration
  7.1 PMA Fall Forum – Gander - September 19-20, 2019
  2019-144
  Hamlyn/Langdon
  Resolved that the Town of Fogo Island give approval for the Clerk/Town Manager and the Executive Administrative Assistant attend the PMA Fall Forum in Gander on September 19th and 20th, 2019.
  Resolution Carried. In favour 8. Against 0.

8. Correspondence
8.1 MNL Convention – St. John’s - November 14-16, 2019
- Council requested that any Councilors who are interested in attending the Convention submit their names to Staff. If more than 2 Councilors are interested then Council will decide on who attends.
- 2 Councilors expressed an interest in attending the Women’s Leadership Summit in St. John’s on November 13th, 2019. This is not part of the MNL Convention however it is being held the day before the convention starts.
- Council requested that they send a copy of the agenda to Council and it will be reviewed at the next meeting.

8.2 MNL Central Regional Meeting – Gander - September 20-21, 2019
- Mayor Collins and Councilor Rowe were scheduled to attend this meeting last Spring however it was cancelled. Both are still interested in attending.

8.3 MNL Emergency Meeting – Wastewater – September 6, 2019 St. John’s
- Results of the discussions from this meeting is on the agenda for the MNL Central Regional Meeting in Gander so Councilors attending that meeting will get an update at that time.

8.4 Prostate Cancer Awareness Month – September 2019
2019-145
Toraville/T. Hart
Resolved that the Town of Fogo Island declare September 2019 as Prostate Cancer Awareness month for Fogo Island.
Resolution Carried. In favour 8. Against 0.

8.5 Letter – SID (Stag Harbour, Island Harbour & Deep Bay) Action Group
- In response to letter from the Town dated August 7th, 2019 the group expressed concerns that the answers to their questions regarding the road conditions to Deep Bay-Island Harbour intersection, shortage of long term and acute care beds at the Fogo Island Health Centre, financial support for Deep Bay playground, and the combination of fire services for Fogo Island were to brief.
- Councilor expressed concerns for Island Harbour Slipway not being approved. Staff contacted a committee member by telephone and requested that they confirm with the Contractor if the price quote on file from last Spring for scope of work would still be honored, there was no response on this request. Councilor will check for the price of the work to complete the slipway. Also expressed concerns on Deep Bay Playground. The Committee done all the work and paid all the expenses of landscaping why would council request that the playground be inspected by the Town Playground Inspector. Council only offered the services of the Playground Inspector as a safety precaution; Committee did not have to do it if they didn’t want to.
- Council requested that Staff contact the Committee and request an agenda for the meeting with the Fire Services Committee before a date is set for the meeting.
- Council discussed their concerns and requested the Staff respond to the letter.

8.6 Sculpture Donation – Father Anthony Aikins, Roman Catholic Priest
- Father Aikins requested to donate a sculpture for display at the new Town Office.
- Council agreed to accept the donation as it represents the determination and strength of the residents of Fogo Island.
- Council requested that Staff respond with a than you letter for the sculpture.

9. New Business
9.1 Street Light Request – JBA Festival & Recreation Committee
- Committee has requested that the Town install 2 new LED streetlights in the area of the War Memorial in Joe Batt’s Arm. Area is very dark between the Fishermen’s Lodge and the next property. New lighting would help anyone walking in the area and light up the memorial site.
- Council approved the 2 new streetlights and requested that the Superintendent of Public Works look at the area to see the best location for the lights.
10. Date of Next Regular Meeting:
   Privileged Meeting – September 24th, 2019 (If required)
   Regular Meeting – September 24th, 2019 at 7:00 PM

11. Adjournment:
   2019-146
   Langdon
   Resolved the meeting be adjourned at 8:28 PM.

   Amanda McGrath          Wayne Collins
   Clerk/Town Manager      Mayor

   ______________________  ______________________