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
- Councillor Barbara Jacobs
- Councillor Scottie Hart
- Councillor Sheldon Hamlyn
- Councillor Tracey Hart

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

**Absent:**
- Councilor Samuel Rowe
- Councilor William Hart

1. **Call to Order:**
   Mayor Collins welcomed everyone and called the meeting to order at 7:12 PM.

2. **Delegations:**
   **2.1 David & Patti Decker via Telephone**
   - Stop work order issued in 2016 on a permit to build a 10’x23’ extension to their cottage located at 123 Southside Road, Joe Bat’s Arm, due to building outside the permit regulations and building within the Crown Land Reserve. Council, at the time, requested that approval be obtained from Crown Lands before construction could continue.
   - Owner has applied to Crown Lands for a grant and are still waiting on approval, which may take another couple of months.
   - Owner is now requesting a temporary permit to close in the house as it is a safety hazard to children playing in the area with the open foundation that has a 12 foot drop and the risk of losing their investment due to being open to weather conditions.
   - Council thanked them for the telephone call and the information presented. Issue will be further reviewed and owners will be notified by staff of Council’s decision.

   **2.2 Donald McKenna**
   - Speaking on behalf of the residents of Hewitt’s Point, Barr’d Islands regarding the poor condition of Hewitt’s Point Road and the water and sewer project for the area.
   - Some road maintenance was done earlier this summer, but the road is in really bad condition again and smaller cars are having a hard time driving over the road. Residents understand that Council is unable to spend a lot of money now to repair the road, then have it all tore up again if the water and sewer project is approved; however the road needs to be continually maintained to keep it passable.
   - Water and sewer should be a top priority for Council, residents either have little or no water in the summer or their wells contain salt water.
   - Council assured Mr. McKenna that water and sewer for Hewitt’s Point is on our priority list, but the cost per household is very high and this is a concern for Government.
   - Mr. McKenna asked that if the cost of water and sewer to the area is too high then Council should consider doing “Water Only” as many residents have good septic systems and spend more money on the road.
   - Mr. McKenna was assured that Council understand their concerns and will continue to work with Government. Council also requested to get the residents to put pressure on Government by voicing their concerns to MHA Derrick Bragg and MP Scott Simms.

3. **Agenda:**
   2018-192
   Hamlyn/Torraville
   Resolved that the agenda be adopted as presented.
Resolution Carried. In favour 6. Against 0.

4. **Minutes:**
   2018-193
   Torraville/S Hart
   Resolved that the minutes of the regular meeting held on July 31st, 2018 and special meeting held on August 22nd, 2018 be adopted as presented.
   Resolution Carried. In favour 6. Against 0.

5. **Business Arising:**
   Regular Meeting - July 31st, 2018
   - 2 resumes have been received with the Fire Chief position to date. Deadline is September 6th.
   - Special Assistance Grant for Fogo Water Supply is being reviewed by Municipal Affairs. Contact was made with Progressive Engineering Inc. and it was recommended that the Town should flush the main lines throughout the community more often. Maintenance Staff have been flushing the hydrant by Gordon Payne’s daily this summer and he hasn’t had much dirty water since. Superintendent will be setting up a schedule to flush the main lines possibly 3 or more times a year, this will be difficult to maintain with the Co-op plant in production around 8 or 9 months of the year.
   - It was requested that the Superintendent contact Progressive Engineering Inc., to get more details on flushing the main lines. It was noted that the employees are doing the flushing’s correctly, however the number of times per year will be increased when plant operations permits.

5.1 Remuneration
   - Staff were requested at the last council meeting to gather information regarding reporting remuneration income.
   - Staff were talking with our Auditor regarding Councillor expense to travel for meetings and other council purposes, personal phone usage and internet usage.
   - Councilors would be required to fill out claims for payment either monthly or quarterly, whatever is easiest.
   - Council requested that this be reviewed at the next Policy and Human Resources Committee meeting and brought back to council for a decision.

6. **Committee Reports**
   6.1 Transportation Committee
   A teleconference call of the Transportation Committee and Government Representatives was held in the Council Chambers at 3:00 PM, on July 31st, 2018, with the following in attendance:
   **Committee Members:**
   Wayne Collins, Mayor
   Paul Torraville, Deputy Mayor and Committee Chairperson (3:25 PM)
   William Hart, Councillor and Committee Member
   Clifford Rowe, Committee Member - Trucking Industry Representative
   John Greene, Committee Member – Fogo Island Co-operative Representative
   Pauline Payne, Committee Member - Shorefast Foundation Representative
   **Staff:**
   Daphne Coles, Administrative Assistant
   **Via Teleconference:**
   Hon. Steve Crocker, Minister of Transportation and Works
   Tracy King, Deputy Minister Transportation and Works
   Joe Dunford, Assistant Deputy Minister, Operations, Transportation and Works
   John Baker, Assistant Deputy Minister, Air and Marine Services, Transportation and Works
   Eilanda Anderson, Executive Assistant to Minister Crocker
   Gillian Skinner, Assistant Deputy Minister, Regional Development and Diversification, Tourism, Culture, Industry and Innovation
Derrick Bragg, MHA Fogo Island – Cape Freels

Absent:
Amanda McGrath, Clerk/Town Manager
Samuel Rowe, Councillor and Committee Member
Eugene Nippard, Committee Member - Concerned Citizen Representative
William Miller, Committee Member – Business Representative

Call to Order: Mayor Collins called the meeting to order at 3:00 P.M welcomed everyone, thanked Minister Crocker for the teleconference call, and introductions were done.

Certification of the Fogo Island Air Strip
- Certification of the Air Strip wasn’t renewed following 2004.
- Various benefits of having the air strip certified include potential airlines with capabilities of landing on our airstrip gives the possibility of scheduled flights being implemented. This can enhance our Tourism industry with many businesses benefiting from such an arrangement. The Fogo Island Inn, various B&B, and especially the Fogo Island Cooperative Society Limited will have this option available to further improve their existing business.
- Discussion took place on the documentation required for certification; Safety Manual, Emergency Response Services and Animal Control. This would all need to be prepared by a Consultant and submitted to Transport Canada for approval. Once approved there will have to be a formal inspection that would include how snow clearing would be defined as a dedicated operator and equipment would be required. Transportation and Works would not be able to provide a constant dedicated service that would be acceptable.
- Costs associated for resources, capital and annual operation expenditures with the certification of the air strip and the upgraded operations that are required by Transport Canada include:
  - Capital
    - Specialty Consultant - $50,000
    - Equipment purchase - $480,000
  - Total - $530,000

Operational/year
  - Airstrip operator - $60,000
  - De-icing materials - $50,000
  - Buildings/Grounds - $50,000
  - Total - $160,000/year

- Committee expressed concerns of how long this procedure could take, possibly years. Government needs to be moving forward with certification, if they showed more interest, maybe a partnership could follow.
- Minister Crocker stressed that Government would like to see the Air Strip become certified as a community partnership with focus on economic development with a business plan on how it will be developed in the future to become a viable part of Fogo Island.
- Minister Crocker agreed to set up a meeting with the Fogo Island Economic Development Committee to discuss the air strip.

Current ferry operations
- Committee has had several meetings with Marine Transportation Representatives and have made several requests for changes in the system, however they haven’t gotten any response.
- Government have looked at the suggested reduction in deck space for Change Islands from 25% down to 15%, however they need to speak with Change Islands before any changes can be made. They do have the stats for the number of vehicles travelling to Change Islands and plan to set up a meeting in the near future.
- The numbering system may be implemented later in the Fall when it goes back to one vessel for both islands. Ticket numbering should help eliminate some of the loading issues in Farewell.

- MHA Derrick Bragg and the Mayor thanked everyone for taking the time to meet this afternoon.
**Ferry Rates**
- Difference in ferry rates when travelling from Farewell to Fogo Island versus Farewell to Change Island and Change Islands to Fogo Island. There is a $5.00 difference in the rate if you travel from Farewell to Change Islands, get off the boat and get in the line-up again to proceed on to Fogo Island.
- Change Island Terminal doesn’t have a debit machine for payment and many people today don’t carry cash so passengers are getting on the boat for free.
- Staff was advised to email Marine Services at the Lewisporte Office to express concerns with this issue.

Meeting adjourned at 4:30 PM.

**6.2 Tourism, Culture and Heritage Committee**
A meeting of the Tourism Committee was held in the Council Chambers from 6:30pm-7:05pm, on August 15th, 2018. The meeting was rescheduled to August 15th via email correspondence and attended by Sheldon Hamlyn, Daphne Coles and Nick Wells.

The following items were addressed:

**Progress**
- Tourist Development Officer Chris Tuck and Trail Consultant Marc Poirier visited August 13th, 2018 to assess work on the trail project. Progress so far was well received.
- Work on Turpin’s trail is progressing, minor changes may be made to upgrade existing improvements. Plans were discussed on how to tackle challenging sections further down as you approach Wild Cove.
- Joe Batt’s Point Trail was also evaluated, advice was given on existing improvements and ideas were discussed on how to further improve key sections of the trail.
- Overall, there has been great feedback and restored faith from partners involved in the project.

**Challenges**
- The Department is exploring solutions on how we can better handle the amount of tourism infrastructure in the future. Additionally, the tourism infrastructure also outpaces how long funding and human resources lasts for the summer. As such, it may be necessary to scale back operations in September to be able to properly and safely winterize our buildings while we still have staff.
- Council expressed concerns about heritage sites closing early with the increasing numbers in tourism on the island. Seems like we are going backwards, last year sites were open until after Thanksgiving weekend.

**2018-194**
T. Hart/S Hart
Resolved that the work period for Tourism Regional Managers be extended for 3 weeks, September 23rd to October 13th to allow heritage museums to stay open through Thanksgiving and building to be winterized.
Resolution Carried. In favour 6. Against 0.

**Old Police Building**
- Need to evaluate the current state of the building in Fogo and find out what can be done under the current agreement.
- Tourism committee can then provide recommendations on what course of action to take with the building and move forward on a decision voted on by the Town Council.
- Council advised Staff to review the new Instrument of Grant to determine its requirements and provide the information to the Director.
2018-195
Torraville/Hamlyn
Resolved that the Town of Fogo Island will transfer sole ownership and responsibility of the Old RCMP House to the Fogo Heritage Committee if they agree to take it over.
Resolution Carried. In favour 6. Against 0.

Planning for the future of tourism
- A Transition Plan will be developed by the tourism office to tackle the challenges faced in the department. This plan will display and recommend multiple changes to the tourism program.
  - These transitions will encompass such topics as:
    - The Heritage Building operating season and how long we can operate in a given season based on current circumstances.
    - Finding Private industry and public partners to help stimulate the local economy through meaningful and responsible transition of heritage assets to revenue generating models, leading to meaningful and consistent employment and local services.
    - Reduce administration and infrastructure burden.
    - Refocus how we view our tourism operating season as a municipality and find the optimal length of operations. The Town can then move forward with meaningful and responsible growth to our tourism industry.

Update:
- Issues with RV dumping station in Fogo was brought forward by a letter from a concerned resident after the scheduled committee meeting. Public works was notified.
- Staff was requested to follow-up with the Lion’s Club regarding the removal of the “RV Dumping Station” sign by this resident and the progress with the RCMP.

6.3 Recreation and Special Events Committee
A meeting of the Recreation and Special Events Committee was held in the Stadium Meeting Room at 8:00 pm with the following present, Director Colette Wells – Coish, Councillor Tracey Hart, Councillor Scottie Hart, Councillor William Hart and Daphne Coles, Administrative Assistant.

The Following items were discussed:
Issues arising:
- The RCMP would like assistance identifying the main snowmobile trails located around the island for safety reasons.
- A suggestion was made to place one large sign centrally outlining trail names and where trails begin. At a meeting on Tuesday August 14th Chris Tulk; Tourism Development Officer it was suggested to develop a map outlining all the main snowmobile trails to be used at the town office, and a copy provided to the RCMP for their use. This raised a concern for liabilities and safety issues for the Town if it were to go out for public use.
- Another option to consider would be the RCMP could have meetings with groups and individuals to start a snowmobile association for Fogo Island.

2018-196
T. Hart/Torraville
Resolved that the Town of Fogo Island is in agreement and feel that there is a need for a Trail Committee to be formed on Fogo Island.
Resolution Carried. In favour 6. Against 0.

Maintenance:
- The stadium project tenders closed August 13th. It is expected the total work under this project will take 2-3 weeks, and it should have no impact on our start up time.
- Staff was advised to email Municipal Affairs to find out if the tender has been awarded and email council with the information.
Swimming Pool:
- Several locations are being considered for the pool project. The best location appears to be at the end of the stadium close to the soccer field. This would require using a portion of the soccer field.
- The pool committee is recommending a year-round operation and the pool size 20’ x 40’. There will be an indoor walking track as well.
- The building will have the necessary washrooms, change rooms and showers according to pool regulations.
- Setting up a GO FUND ME account will their first possible fundraiser.
- A report from the engineer is requested from the Pool Committee to outline the recommendations and will be presented to Council when its available. Once this information is available they would like to know if and how this project will be supported by council.
- Council will need to know information on the operational costs and the cost involved for the project before any commitment is made.
- Council requested that Staff check with Engineer Jim Harty to find out when this information will be available.

Playgrounds, Basketball Pads and Other Sites:
- Two new inclusive swings have been installed, one at Fogo playground and one at Joe Batt’s Arm playground. These swings were very expensive and are welcome additions to these areas.
- Community groups are helping in many areas with the upkeep of our sites. This is very much appreciated. It is important for groups to follow policies and guidelines. Top Ten Check list for playgrounds which provides a basic guide to safety include:
  1. Surfaces around playground equipment need at least 10 to 12 inches of wood chips, mulch, sand or pea gravel or have mats made of safety –tested rubber –like materials.
  2. Protective surfacing extends at least 6 feet in all directions from play equipment. For swings, be sure surfacing extends, in back and front, twice the height of the suspending bar.
  3. Make sure play structures more than 30 inches high are spaced at least 9 feet apart.
  4. Check for dangerous hardware, like open “S” hooks or protruding bolt ends.
  5. Make sure spaces that could trap children, such as openings in guardrails or between ladder rungs, measure less than 3.5 inches or inches or more than 9 inches.
  6. Check for sharp points or edges in equipment.
  7. Look out for tripping hazards, like exposed concrete footings, tree stumps and rocks.
  8. Make sure elevated surfaces, like platforms and ramps, have guardrails or protective barriers to prevent falls.
  9. Check playgrounds regularly to see that equipment and surfacing are in good condition.
  10. **Where possible, adult supervision is highly recommended.**
- The Deep Bay Community Committee want to add a play area in the community next to their hall. They have requested gravel/ stone to fill in the area and pea stone as their protective surface stone. The Director has reviewed this site and asked them to have Hydro inspect the area as the hydro connection is on that side of the building.
- The Director recommends there should be further discussion on new sites and clarify all issues and responsibilities.

Programs:
- The Food and Fun Camp has two students hired. It is sponsored by Central Health, the Town and the Wellness Coalition. Children from grades 2-6 are enrolled in this six-week program. Presentations were provided by the Public Health Nurse on health and nutrition, and information workshops provided by an Early Outreach Youth Worker from Twillingate.
- The Summer Fun Camp for kids ages 5 and up had 28+ kids signed up. Full time and drop in slots with many activities. Two students hired through the Stadium Committee for 7 weeks. The camp included physical activities, arts and crafts and other events. We incorporated soccer into their week. Soccer is offered Tuesday evenings at 6:30pm and Thursday afternoons at 1:30pm.
- Camp day was held on August 8th with a full day of fun and activities.
- Two students started mid-July under the Canadian Parks and Recreation Association. It is a new program secured by the Government of Canada via Employment and Social Development to support “green jobs” programs for youth. This was a six-week program helping with green areas, parks and spaces within the Town. Duties included cutting grass, weeds, and catalogued different types of trees, grass, shrubs and wildlife found in specific areas and trails.
- In total 6 student jobs created working out of the stadium this summer.

Events:
- An adult dance is scheduled for September 29th at the stadium, band “Red Planes” is booked.
- Tickets in advance $10.00 and $15.00 on the door.
- Volunteers will be needed for this event.

Other
Rental rates:
- The ice rental rates at the stadium are due to be reviewed. All user groups were made aware of this last season and they need to be reviewed before user groups meet and set their registration rates.
- The Director recommends a gradual increase of 2-3 percent. A large increase all at once will have a larger impact on families with two or more children involved in stadium activities.

2018-197
S. Hart/Jacobs
Resolved that there will be a 5% overall increase in the rental rates at the Iceberg Arena beginning this upcoming ice season.
Resolution Carried. In favour 6. Against 0.

Water Areas:
- It was requested to possibly add some fill, a life ring and rope and possibly a floating wharf to the swimming area known as “The Rails” on the way to Fogo.
- Another site identified was “White Water” pond off the Lion’s Den Trail. The request is to place a life ring and rope in that area as well.
- The concern was raised that if the Town provides a life ring and rope to any swimming area, they are accepting responsibility for swimming in that area. The main highway has a high-speed limit and the RCMP have problems with swimmers on the highway.
- Once we place “Use At Own Risk” signs anywhere the Town has the responsibility to maintain it and can be held accountable.

Congratulations in order: Congratulations to Brent Broaders of Tilting for his most recent award and accomplishments in ball hockey. Good Luck in the future!

There will be no further business; the meeting was adjourned at 9:35PM.

6.4 Fire Services and Public Safety
No reported presented.

6.5 Public Works
A meeting of the Public Works Committee was held in the Council Chambers on August 21st, 2018 at 7.00 PM. The following were present, Councilor Samuel Rowe, Chair, Deputy Mayor, Paul Torraville, Councilor Scottie Hart, Amanda McGrath, Clerk/Town Manager, Daphne Coles, Executive Administrative Assistant and Mark Penton, Superintendent of Public Works

The following items were addressed:
Monthly Report

i. Seldom Pump House.
- Installed a second new pump at seldom pump house and just waiting for connectors to complete wiring.

ii. Rock Wall.
- Compared latest measurement to initial measurement and no change in movement was observed.

iii. Fogo Dump Station.
- More complaints have been received regarding the Fogo RV dumping station. The Department of Environment has been contacted and they are coming out to conduct a site visit in the near future.
- The Superintendent spoke with Eugene Bailey and Gerald Walbourne regarding the issue and they are adamant about closing this site and will exhaust every avenue available within Government to achieve this.
- The Superintendent feels that it's time to consider another possible site within the Town that would accommodate both the residents and RV users.
- Committee discussed the issue further and the issue of closing and moving the dumping station to another location in the community. Possible locations may be up by the Fire Hall or over by the Lion’s Centre. Most dumping stations now have a holding tank in the ground and they are pumped out with a Vac Truck and taken to an approved dumping site of the island. This would be costly to the Town.
- Council requested that the Superintendent investigate the issue further. Check for a new location and find more information on regulations for dumping stations and the size and costs of underground holding tanks.

iv. Old Fire Trucks.
- Two of the fire trucks were purchased and carried off the island, the cube van in Tilting has been carried to the dump.

v. KD Pratt
- Maintenance has been carried out on the gas chlorine systems in Fogo and Joe Batt’s Arm. This service was badly needed as the systems weren't performing as they should. Reductions in gas usage is already noticeable which translates into better quality water and a cost savings.

vi. Old Well House
- Old existing well house in JBA has been removed and carried to dump.

vii. Oliver’s Cove Road.
- To backfill the area to create a turnaround for campers would require about 30 loads of rock and 10 loads of class A stone at a cost around $25,000.

viii. Public Work Positions
- Rodney Jacobs has been hired to fill one of the job vacancies and the other position will be filled in the next little while.

ix. Water Issue At 8 Oakes Lane.
- Water samples have been obtained from homes in that area and no noticeable difference in the samples were noticed.
- It has been recommended from Progressive Engineering that we increase our frequency of flushing up to 3 or maybe even 4 times a year which would help remove sediment from the water lines. A flushing schedule will be typed up and all flushing documented.
New Business

i. Ambrose Penton – Water Issue – 138 Main Street, Tilting
- Since the construction of a new house in the area, water now runs down and pools in his driveway.
- Superintendent looked at the area, this will take about 2 loads of fill to level the road and redirect the water.

ii. Jennifer Smith – Water Issue – 42 Main Street, Seldom
- Been experiencing water issues under the house and on the back of their property since they purchased property. They talked with the former owner and they claim that water wasn’t an issue there before.
- Owners claim that the property owner on the back side of their house had a permit to build a new shed in the last year and he did some landscaping on the area and the water is coming down over the hill and on their property.
- Owner is requesting that the Town dig a ditch on the back of their property out to the road to divert the water to the ditch that comes down and goes into the culvert crossing Wild Cove Pond Road.
- The Superintendent looked at the area, work will need to be contracted out to a contractor that has a small excavator. Area that they want ditched isn’t on their property and possibly belongs to crown lands.
- Committee recommends that this is not a Town issue and not to perform this work as this is on crown lands.

iii. Jack Lynch – Water Issue – 6 Meaney’s Road, Joe Batt’s Arm
- Experiencing issues with water pooling in his driveway ever since Meaney’s Road was paved a couple of years ago. Road isn’t level and dips down towards his driveway.
- Superintendent looked at the area again and recommends that a small catch basin 12”x12” be installed at the lowest point in his driveway with a drainage pipe leading out to the ditch at the back of his house to redirect the water.
- Committee recommends purchasing a small catch basin 12”x12” to be installed, with a drainage pipe leading out to the ditch.

iv. Streetlight request by Marshall Brett, 16B Brown’s Road, Joe Batt’s Arm
- Requesting a new streetlight be installed in the area. Very dark there at night.
- Before the water and sewer project for Brown’s Point was done this road was in 2 separate sections, road was connected during the project with a new road up on the back.
- Public Works has checked the area. There is a streetlight on Brown’s Road near Ronald Hancock’s house and the next one is over on the other section of Freake’s Lane by Shorefast house.
- Committee recommends Staff speaking with the residents in the area before we install a new streetlight. If there are no objections to a new light, Staff can investigate the area to see where the new streetlight will provide the best light. Area may require 2 streetlights.

v. Parking Issues at Fogo Dumping Station
- Letter was received by Mr. Eugene Bailey regarding parking issues for his business. When there are a lot of campers using the dumping station especially after the festival, they block off the driveway to the cabin while are waiting in line to dump.
- Committee advised that this is not an issue for the Town and Mr. Bailey should contact the RCMP in the future if this continues.

vi. International Dump Truck Repairs
- Brakes need to be adjusted and some welding needs to be done on the truck. Truck will have to be sent off the island to get this work done.
- Committee advised Superintendent to do what needs to be done to get the truck repaired.
vii. Standing Offer
- Standing offers for Excavator, Dump Truck and Backhoe services were received.
- Lowest price will be the first contact for any services that have to be contracted out and proceed to next in line if the Contractor is not available.

viii. Gregory Penney – Water Issue – 65 Southside Road, Joe Batt’s Arm
- Property owner has been having issues with water drainage around his property now for several years. He has a permit to build on a little extension on the front of his house but unable to do it due to the water drainage. The Superintendent has been down and looked at the area again.
- This has been looked at several times before by Public Works staff. There is a culvert that crosses Southside Road by his driveway. Resident is requesting that the Town dig a ditch from the culvert down across his property to access the ditch that is on the back side of his property to allow for proper water runoff.
- Committee recommends that the Town cannot dig a ditch down across his property. As an alternative solution they can put in a small catch basin by the culvert and ditch down along by the side of the road to redirect the water, however the home owner would be responsible to install a new culvert in his driveway.

ix. Derek Reardon – W/S Stag Harbour
- Letter was addressed by the committee regarding the high cost of installing water and sewer throughout the community of Stag Harbour. Suggested maybe Council could look at putting water only to the residents as many residents have salt water in their well.
- Environment regulations require that homes cannot be serviced with water only unless all homes have an acceptable septic system installed.
- Staff has replied to the letter with the correct information on the number of homes serviced and the regulations of environment.

x. Email from Mildenberger’s – Decision on Sewer Issue
- Dissatisfied with council’s decision to not cover any of the costs for the invoice from King’s Construction for the repairs to the sewer line. They were not requesting full payment of the invoice as some of the work involved replacing the sewer line back to the home, only requesting information on how to proceed and initiate discussion on cost sharing.
- Owners believe that the damages to the sewer line are a result of the work done during the water project.
- Requesting to meet with Council to discuss the issue.
- Committee is recommending that no further discussion is required. A decision has already been made as the Superintendent’s report determined that the damages to the sewer line were not the result of any damages during the water project.
- Council further discussed the issue and decided to invite Mr. and Mrs. Mildenberger to the next council meeting to speak on their behalf.

xi. Shingles on Bleak House Museum
- Roof is leaking again.
- Issue will be referred to Director of Heritage, Culture and Tourism. Superintendent will also have a look and assess the area that is leaking.

6.6 Policy and Human Resources
A meeting of the Policy and Human Resources Committee was held in the Council Chambers on August 22, 2018 at 4:10 PM. In attendance were Committee Chair, Councillor Barbara Jacobs, Councillor Sheldon Hamlyn, Councillor Scottie Hart and Amanda McGrath, Clerk/Town Manager.

The following items were discussed:

Civic Address Numbering Regulations
Committee member talked about the duplicated and similar street names within the Town of Fogo Island, for example Main Street, Main Road, Freake’s Road, Freake’s Lane just to name a few. The duplicate street names cause problems during emergency situations, i.e. 911 and it is also difficult for individuals to find a street they are looking for in the correct community.

- It was suggested that some of the streets should be renamed; a competition could be held at the school and the general public be invited to participate.
- A letter should be sent out to the residents regarding this issue and the reasoning for renaming streets.
- It was suggested that the regulation not be adopted at this time until some of the streets have been renamed.

**Review of Minutes**
Committee members completed a review of the minutes of the previous meeting.

**Bi-Election**
2018-198
Jacobs/Hamlyn
Resolved that the bi-election be held on October 23, 2018 at the Town Office. The nomination period will be held from 9:00 A.M. until 4:00 P.M. on September 25th and 26th, 2018.
Resolution Carried. In favour 6. Against 0.

Meeting adjourned at 4:27 P.M.

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

The following items were discussed:

**New Business / Correspondence**

**i. Financial Reports**

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

**ii. Approval of Invoices**

2018-199
Hamlyn/Jacobs
Resolve to approve payment of invoice number 162634, K & D Pratt totaling $5,670.83 plus HST.
Resolution Carried. In favour 6. Against 0.

2018-200
Hamlyn/Jacobs
Resolved to approve payment of invoice number 390, Richard Power, Chartered Professional Accountant totaling $7,750.00 plus HST.
Resolution Carried. In favour 6. Against 0.

2018-201
Hamlyn/Jacobs
Resolved to approve payment of invoice number 1020, Central Diving totaling $6,800.00 plus HST.
Resolution Carried. In favour 6. Against 0.

Meeting adjourned at 4:10 PM.
7. **Administration**
   
   7.1 **Appointment of ATIPP Head and ATIPP Coordinator**
   
   2018-202
   
   Jacobs/Hamlyn
   
   Resolved to appoint Amanda McGrath, Clerk/Town Manager as ATIPP Head and Daphne Coles, Executive Administrative Assistant as ATIPP Coordinator.
   
   Resolution Carried. In favour 6. Against 0.

   7.2 **Bruce Pashak – Rental of Old School House In Deep Bay**
   
   2018-203
   
   Jacobs/Hamlyn
   
   Resolved to rent the Old School House for $150.00 per month, pay own utilities, water and sewer services to building will not be provided.
   
   Resolution Carried. In favour 6. Against 0.

   7.3 **PMA Fall Forum & Advanced Module Training**
   
   - Approved that Amanda McGrath, Clerk/Town Manager attend the Advanced Training course in Gander on September 18\textsuperscript{th} and 19\textsuperscript{th}, 2018
   
   - Approved that Amanda McGrath, Clerk/Town Manager and Daphne Coles, Executive Administrative Assistant attend the PMA Fall Forum in Gander on September 20\textsuperscript{th} and 21\textsuperscript{st}, 2018.

8. **Correspondence**
   
   8.1 **MNL Convention – Gander – October 4\textsuperscript{th} – 6\textsuperscript{th}, 2018**
   
   - Deputy Mayor Torraville and Councilor Tracy Hart are interested in attending the convention. Will confirm with Staff tomorrow.
   
   - Councilor Hamlyn will go if they are unable to attend.

   8.2 **Letter – Hon. Andrew Parsons – Minister of Municipal Affairs & Environment**
   
   - Recommendations in the Minister’s letter was addressed.
   
   - Council met with Fire Commissioner, Derek Simmons on August 22\textsuperscript{nd} to discuss recommendations of the Fire Report.
   
   - Land on which the JBS Fire Hall/Community Hall is located belongs to Shorefast Foundation and Government will not provide funding to upgrade a building that is on someone else’s land.
   
   Minister is recommending that the Town try to purchase the land.

   2018-204
   
   S. Hart/Hamlyn
   
   Resolved that the Town start negotiations with Shorefast Foundation to acquire the land that the JBS Fire Hall/Community Hall is located on, in order to maintain a Fire Station in Joe Batt’s Arm.
   
   Resolution Carried. In favour 6. Against 0.

   8.3 **Bangbelly Café – Municipal Approval – Liquor License**
   
   2018-205
   
   Hamlyn/S. Hart
   
   Resolved to give Municipal Approval for a liquor license at the Bangbelly Café located at 41-43 Main Street, Fogo.
   
   Resolution Carried. In favour 6. Against 0.

   8.4 **Email – Mayor Collins – Central NFLD Waste Management Meeting Report**
   
   - Mayor Collins gave a brief overview of the meeting held on August 21\textsuperscript{st}, 2018.
   
   - Budget was reviewed as of July 31\textsuperscript{st}, 2018 and tonnage is down.
   
   - Reduction in recycling materials was a concern. Wood material is still creating a problem at all transfer sites.
   
   - Request to Government for all vehicles used by CNWM for collection and other service be exempt from licensing fees was denied.
- Decision was made to purchase a new collection truck at a cost of $378,172.00. Fleet is aging.

**8.5 Letter – Nora Mercer – Water Turn On/Off Fees**
- Letter was addressed by Council. Concerns expressed about the increase in curb stop turn on/off fees.
- Fee is a recovery cost to offset the expense incurred to provide this service; ie wages and fuel.
- Yearly taxes to water and sewer residents are used to cover the costs of maintaining the infrastructure and providing the services.
- Council requested that Staff send a letter explaining the fee and the cost incurred.

**9. New Business**

**9.1 Letter – Joan Foley – Sandy Cove Beach Development, Tilting**
- Letter on behalf of residents of Tilting regarding the continued deterioration of Sandy Cove Beach.
- Beach clean ups is not solving the problem. Beach has a buildup of kelp causing dirty/smelly water in the swimming area and problem with flies/stouts which prevent people from visiting.
- Believe that Sandy Cove can be developed on a very valuable tourism asset for the town and are willing to work in conjunction with the Town to develop the area.
- Staff has done some research in the Town Development Regulations and area is zoned as a Valued Natural and Heritage Restricted Special Area (VNHRSA) that currently prohibits development for campgrounds, recreational motor vehicle overnight parking or any other form of overnight accommodations.
- Staff informed council that the Town has a lease on the land and the former Town had originally planned to put in a RV Park.
- Council advised Staff to check with Jens Jensen for more information and the cost to change the zoning regulations.

**9.2 Randy Budgell**
- Requesting travel coverage for a meeting with the Fire Chief’s scheduled for June 27 that was later cancelled by email. He was at his cabin in Lewisporte junction and he came home that day just to attend this meeting not knowing it was cancelled. He didn’t get the email and further investigation showed that his name wasn’t in the list.

**2018-206**
Hamlyn/Torraville
Resolved to pay Randy Budgell for travel costs to travel from Lewisporte for meeting with Fire Chief’s that was cancelled.
Resolution Carried. In favour 6. Against 0.

**9.3 Crown Land Application Referral – Judy Reid**
- Originally applied to Crown Lands for an area of land on Kelly’s Island Road, Tilting to install “Glamping” tents. Town did not approve the application as it is in an area that has a basketball court, that was installed there over 20 years ago through government funding.
- Crown Lands has requested more information on why the application was refused as area is zoned as Community Development and can be approved as a discretionary use.
- Council declined that application as it does not conform with general appearance of the developments in the area or conform with the Communities Federal and Provincial Heritage designations.

**9.4 David & Patti Decker, 123 Southside Road, JBA**
**2018-207**
Jacobs/Hamlyn
Resolved to issue a temporary permit to allow owner to close in house with the stipulation that if the Crown Lands application requesting approval to build in the crown land reserve is not
approved, the owners will be responsible to remove that portion of the house. Further resolved that if the owners do not comply, Council will have it removed at the owner’s expense. Resolution Carried. In favour 6. Against 0.

**9.5 118 North Shore Road, Fogo**
- operating business illegally.
- Parking is taking place on Town property at the entrance to one of our hiking trails.
- Staff was advised to check with Service NL, Department of Municipal Affairs and our lawyer to find out what the Town can legally do to solve this issue.

**10. Date of Next Regular Meeting:**
Privileged Meeting – September 25th, 2018 at 6:30 PM (If required)
Regular Meeting – September 25th, 2018 at 7:00 PM

**11. Adjournment:**
2018-208
S. Hart
Resolved the meeting be adjourned at 10:57 PM.

Amanda McGrath
Clerk/Town Manager

Wayne Collins
Mayor

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