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

**Councilors Present:**
- Deputy Mayor Wayne Collins
- Councillor Bernadette Dwyer
- Councillor Leonard McGrath
- Councillor Edmund Walbourne
- Councillor Lloyd Bixby
- Councillor Maureen Lynch
- Councillor Samuel Rowe

**Staff:**
- Jake Turner, Chief Administrative Officer
- Amanda McGrath, Town Clerk/Treasurer

**Absent:**
- Mayor Andrew Shea
- Councillor Edward Combden

1. **Call to Order:**
   Deputy Mayor Collins called the Meeting to Order at 7:00 PM

2. **Request for Leave of absence:**
   Councillors reviewed the email requesting a leave of absence for Mayor Shea and were in agreement as the meeting date had been changed.

   2017-221
   Bixby/McGrath
   Resolved that Mayor Shea be granted a leave of absence.
   Resolution Carried. In favour 7. Against 0.

3. **Adoption of Agenda:**
   2017-222
   Lynch/Walbourne
   Resolved that the agenda be adopted, with the following addition: New Building Canada Fund and Rug Hooker Guild NL
   Resolution Carried. In favour 7. Against 0.

4. **Adoption of Minutes:**
   2017-223
   Bixby/McGrath
   Resolved that the minutes of August 29, 2017 be adopted as presented.
   Resolution Carried. In favour 7. Against 0.

4. **Business Arising:**
   **4.1 New Building Canada Fund - Small Communities Fund**
   2017-224
   Dwyer/Walbourne
   Resolved that the Town of Fogo Island accept funding under the New Building Canada Fund - Small Communities Fund, for Project Number 17-SCF-18-00050; Water Drainage – Old Hospital Site. Total Project cost is $126,135; with the reduction of the GST/HST Rebate the contribution amounts will be; Federal $38,124, Provincial - $64,821 and Municipal $11,439.
   Resolution Carried. In favour 7. Against 0.
4.2 Fogo Water Supply
Council members were updated on the status of the water supply. Jim Harty, Harty Engineering Consulting Ltd., will have to complete an engineered design to fix the issues with the intake. Divers have been contacted and are waiting on the engineering to be completed.

4.3 Maintenance Worker Position
Interviews will be conducted tomorrow.

4.3 No Overnight Camping Sign – Sandy Cove
The sign had been taken down after the last meeting.

4.3 Snow Clearing Tender
Staff is in the process of developing the tender and will be posted soon.

5. 2016 Audit
A review was conducted of the 2016 Draft Audit and accompanied letter from Richard Power, Chartered Professional Accountant

2017-225
Walbourne/Dwyer
Resolved that the Town of Fogo Island’s 2016 Audit, from Richard Power, Chartered Professional Accountant be approved.
Resolution Carried. In favour 7. Against 0

6. Tender - 2017 Single Axle Dump Truck
Tenders on the 2017 Single Axle Dump Truck were opened at the Town Office Council Chambers at 2:00pm on Thursday, September 7th, 2017, present were Jacob Turner, Chief Executive Officer, Cordell Waterman, Manager of External Operations and Daphne Coles, Administrative Assistant/Field Officer

2 Tenders were received.

Western Star
$211,198.65 – HST Included
150 days – Delivery Date
Optional 5 year warranty - $5200.00 plus HST
Included was a Letter of Acknowledgement regarding receiving and accepting Addendum 1 & 2.

Harvey & Company
$214,046.05 – HST Included
180 days – Delivery Date
5 year warranty included in price.

Recommendation: Management prepared the tender with a requirement that delivery date would be December 1, 2017. Both companies could not meet the date because of the lead time required to assemble the truck. Tender did state that delivery date would be considered in awarding the tender and Management is recommending that the tender be awarded to Western Star which is not the low bid but provides the earliest delivery date.

Staff was requested to further review the warranty.
2017-226
Walbourne/Dwyer
Resolved that the tender for the 2017 Single Axle Dump Truck be awarded to Western Star for a total of $211,198.65 (HST included), plus the optional 5 year warranty - $5200.00 (plus HST)
Resolution Carried. In favour 7. Against 0

7. Appointment of CAO
2017-227
Dwyer/Walbourne
Resolved that as per the recommendation of the hiring committee, Karen Lane be appointed as Chief Administrative Officer for the Town of Fogo Island.
Resolution Carried. In favour 7. Against 0

8. Fire Services
The Fire Services Coordinator had resigned his position last week. Council were in agreement that a Fire Chief should be appointed to the Fogo Island Volunteer Fire Department as per their Bi-Law’s. Staff will begin the process to advertise the position.

9. Invoices for Payment
2017-228
Walbourne/Dwyer
Resolved that the following invoices be paid:
Sansom Equipment - $6,656.29; King’s Construction - $20,113.50; Xylem - $9,386.00; Richard Power CPA - $5,750.00; Stewart McKelvey - $6,170.66 and Wolseley - $7,671.39
Resolution Carried. In favour 7. Against 0

- Councillor Rowe declared himself in conflict of interest and was excused from the meeting.

2017-229
Walbourne/Dwyer
Resolved that the invoice from R & K Construction totaling $5,750.00 be paid.
Resolution Carried. In favour 6. Against 0

- Councillor Rowe rejoined the meeting.

10. Transportation Committee Report
A meeting of the Transportation Committee was held in the upstairs boardroom at 7:00 PM, on September 11, 2017 to discuss the items addressed in the meeting with the Department of Transportation and Works on Monday, September 7, 2017.
The following members were present: Councillor Lynch, Chairperson, Councillor Sam Rowe, John Greene and Sharon Bailey, Director Tourism, Culture and Heritage (Acting)
The following items were discussed:

i. The Department requested that the Town provide an updated list of the Committee Members once the new Council is in place.

2017-230
Lynch/Bixby
Resolved that Town staff follow up with this request and provide the Department of Transportation and Works the Transportation Committee Terms of Reference.
Resolution Carried. In favour 7. Against 0
ii. The Department suggested that priority requests should come through the committee for Council’s approval.

This request is as per the terms of reference of the Transportation Committee.

iii. Change in ferry schedule required to accommodate vessel maintenance. Transportation Committee must submit input to the Department by Wednesday, September 13, 2017. Also, determine best time for dangerous goods crossings.

2017-231
Lynch/Rowe
Resolved that the MV Beaumont Hamel remain in service until December 31, 2017. The MV Beaumont Hamel could cover the last crossing/or the crossing of the Departments choosing to do the scheduled maintenance on the MV Veteran from October – December 31, 2017. January – March the MV Beaumont Hamel remained docked at Fogo Island as a swing vessel.
Resolution Carried. In favour 7. Against 0

❖ Councillor Rowe declared himself in conflict of interest and was excused from the meeting.

2017-232
Lynch/Bixby
Resolved that the dangerous goods crossing be Thursday 11:30 AM from Farewell and 7:30 PM from Fogo Island. This would allow the propane operator sufficient time to dispense the load.
Resolution Carried. In favour 6. Against 0

❖ Councillor Rowe rejoined the meeting.

iv. Department to provide the ferry monthly statistics to the Transportation Committee. The committee requested this information be available as soon as possible.

v. The committee recommended to the Department that the Captain be required to communicate vessel information to the ticket booth employee.

vi. Department recommends that regular meetings be scheduled between both parties. The committee recommended quarterly meetings are necessary between both parties.

vii. Department requested a service update list at the end of September.

2017-233
Lynch/Bixby
Resolved that the Town provide a service update list as soon as a new one is available.
Resolution Carried. In favour 7. Against 0

viii. Committee requested that the MV Beaumont Hamel remain in place until December 31, 2017.

ix. Committee asked which vessel would replace the Veteran and response from Department was the Beaumont is the swing vessel. Committee stated that this would not be suitable.

2017-233
Lynch/Walbourne
Resolved that the replacement Vessel(s) maintain the same capacity as MV Veteran.
Resolution Carried. In favour 7. Against 0
x. Committee noted that there is no information being updated on the digital sign. The Department was not aware that information was not being updated. Staff received operational training.

xi. Committee requested an update on the Farewell Terminal Repairs. Department was not aware that there has been no work going on within the last month.

xii. Department informed the committee that they were providing crew training on loading the vessel within the next few days.

xiii. Committee asked what determines the ferry rates and no charge for transportation to and from Fogo Island to Change Islands.

2017-234
Lynch/Bixby
Resolved that the Transportation Committee Report be accepted.
Resolution Carried. In favour 7. Against 0

The letter from the parents of Atoms and Pee Wee Division requesting Council’s support for ferry passes was read. Councillors were in support of the request. Contact will be made with Glenn Tremblett, Marine Services Manager - Marine Transportation Services for more information on the request and the Department’s policy with regard to those requests.

12. Report from Jake Turner, CAO
Report deferred to Privileged Meeting

13. Mentoring for new CAO
✓ Jake Turner, CAO departed the meeting, for Council discussion.

Councillors discussed having Jake Turner provide transition support to the new CAO.

2017-235
Dwyer/Lynch
Resolved that it be recommended to the new Council that support be provided to the new CAO, by Jake Turner on a short term basis to ensure a smooth transition for the new CAO.
Resolution Carried. In favour 5. Against 2 (Councillors Rowe and Bixby were against the resolution)

14. Rug Hookers Guild of Newfoundland and Labrador:
The Guild will be doing a province wide exhibit on historic sites, events and locations and would like to end this tour on Fogo Island from July 17 – August 15, 2018 at the Visitor Information Centre. Councillors were all in agreement.

15. Adjournment:
2017-236
McGrath
Resolved the meeting adjourned at 8:45 PM

Amanda McGrath
Town Clerk/Treasurer

Mayor