

**Town of Fogo Island  
Minutes Council Meeting  
January 15, 2013     7:00 P.M.**

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

**Councillors Present:**

Mayor Gerard Foley  
Councillor Roy Freake  
Councillor Lloyd Bixby  
Councillor Hayward King  
Councillor Marcel Penton

Deputy Mayor Lester Budden  
Councillor Gerald McKenna  
Councillor Nadine Decker  
Councillor Wayne Collins

**Staff:**

Blanche Bennett, Town Clerk  
Daphne Coles, Supervisor of Works

Amanda McGrath, Executive Assistant

**1. Call to order:**

Mayor Foley welcomed everyone and called the meeting to order at 7:00 P.M.

**2. Adoption of Agenda**

**01/15/2013-1**

Resolved that the agenda be adopted. Moved by Councillor King, seconded by Councillor Bixby.  
Resolution Carried. In favour 9. Against 0.

**3. Adoption of Minutes**

**01/15/2013-2**

Resolved that the minutes of December 4 and 19, 2012 be adopted as presented. Moved by Councillor Collins, seconded by Councillor Freake. Resolution Carried. In favour 9. Against 0.

**4. Business Arising**

**4.1 Reduction in RN Positions**

- Conflicting information has been received from Central Health and the Nursing Union regarding the reduction in Nursing Staff.
- Blanche Bennett, Town Clerk was asked to contact both parties to gather more information.

**4.2 Fogo Island Co-Op**

- Staff gave Councillors an update since the last meeting on the Co-op's tax arrears.

**5. Committee/Staff Reports**

**5.1 Administration**

**i. Financial Report**

**01/15/2013-3**

Resolved that the Financial Report for December 2012 be accepted. Moved by Deputy Mayor Budden, seconded by Councillor King. Resolution Carried. In favour 9. Against 0.

- Blanche Bennett, Town Clerk gave Councillors an update on the Town's Accounting System. Procom and Don Farrell are working to resolve the issue.

## **5.2 Public Works**

### **i. Monthly Report**

- The report submitted by Daphne Coles, Supervisor of Works was discussed.
- The Town is experiencing problems with lift stations in Joe Batt's Arm and Fogo and is having difficulties getting the electrical issues resolved.
- Staffing and work schedule issues were discussed.
- Forks for Loader – The item was deferred, to allow staff to look at other possibilities.
- Snowclearing, JBA South – The Town will not be doing snow removal, unless we have a major snowstorm.

### **01/15/2013-4**

Resolved that repairs be made to the furnace at the Seldom-Little Seldom Fire Hall. Moved by Councillor Mckenna, seconded by Councillor Penton. Resolution Carried. In favour 9. Against 0.

### **01/15/2013-5**

Resolved that monthly public works report be accepted. Moved by Councillor Mckenna, seconded by Councillor Freake. Resolution Carried. In favour 9. Against 0.

## **5.3 Recreation, Development, Special Events/Economic Development & Tourism**

- Report submitted by Sandy Crawford, Director of Recreation and Heritage Services and the report from Colette Wells-Coish, Stadium Manager was addressed.

### **01/15/2013-6**

Resolved that 1986 Olympia Ice Resurfacers be placed on tender. Moved by Councillor Freake, seconded by Deputy Mayor Budden. Resolution Carried. In favour 9. Against 0.

### **01/15/2013-7**

Resolved that the Director of Recreation and Heritage Services office be relocated to the Town Office. Moved by Councillor Decker, seconded by Councillor Penton. Resolution Carried. In favour 9. Against 0.

## **5.4 Fire Services Committee**

- Deputy Mayor Budden asked Councillors to review the Fire and Emergency Services strategic plan for 2012-2015, before it is submitted to Fire Chiefs and then to Municipal Affairs.

## **5.5 Policy Committee**

- The Committee is planning a meeting with staff soon.

## **5.6 Transportation Committee**

- Councillors discussed their meeting that was held with the Minister this morning.
- Blanche Bennett, Town Clerk was asked to set up a meeting with Change Islands and Transportation staff from Lewisporte.

**6. Correspondence:**

**6.1 Jennifer Lynch – Small Business**

**01/15/2013-8**

Resolved that Jennifer Lynch be given approval in principle to operate a Limousine Service, pending approval of all other licenses and/or permits from Government. Moved by Councillor Decker, seconded by Councillor Penton. Resolution Carried. In favour 9. Against 0.

- Councillor Penton excused himself from the meeting at 9:50 P.M.

**6.2 Shorefast Foundation – Transfer of Water & Sewer Mains**

- A response will be made in writing.

**6.3 Hospitality NL – 2013 Conference and Trade Show**

- Letter was addressed.

**6.4 Minister Davis – Ferry Replacement Strategy**

- Letter was addressed.

**6.5 Cyril Burke – Old School, Tilting**

- Disposal of material from the demolition of the Old School.

- As per Environmental Protection Act demolition waste is not permitted to be burned, therefore Council cannot grant permission to burn the debris. In addition, Councillors were not in favour of giving sections to residents to use as they wish, due to the fact that unsightly refuse around Town is a possibility.

**6.6 RCMP Report**

- Report was submitted for review.

**7. New Business**

**7.1 Election structure**

- Councillors discussed options for the next election of Council. The Town Clerk was asked to poll Councillors. A decision will be made at the next meeting.

**7.2 Town Manager position**

- Item was deferred.

**7.3 Crown Lands Applications**

**i. Blaine & Sonya Walbourne**

**01/15/2013-9**

Resolved that the residential Crown Land referral for Blaine and Sonya Walbourne be approved in principle, pending approval of all other licenses and/or permits from Government. Moved by Councillor Decker, seconded by Councillor Bixby.

Resolution Carried. In favour 8. Against 0.

**7.4 Cell phone service**

- Item was deferred.

- Mayor Foley declared himself in conflict of interest and was excused from the meeting at 10:27 P.M.

**8. Request for Exemption**

**01/15/2013-10**

Resolved that Compass Group be exempted from 2012 Property Tax since they are not the owner of the property. Be it also resolved that they not pay interest on business taxes owed to the former Fogo Island Regional Council, due to the fact that the invoices were not sent to them. Moved by Councillor Mckenna, seconded by Councillor Collins.

Resolution Carried. In favour 7. Against 0.

- Mayor Foley rejoined the meeting at 10:31 P.M.

**9. Date of next meeting.**

February 5, 2013

**10. Adjournment:**

**01/15/2013 -11**

Resolved that the meeting of January 15, 2013 be adjourned at 10:35 P.M. Moved by Deputy Mayor Budden.

Blanche Bennett  
Town Clerk

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Gerard Foley  
Mayor

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**Town of Fogo Island  
Minutes Council Meeting  
January 30, 2013      7:00 P.M.**

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

**Councillors Present:**

Mayor Gerard Foley  
Councillor Roy Freake  
Councillor Lloyd Bixby  
Councillor Hayward King

Deputy Mayor Lester Budden  
Councillor Gerald McKenna  
Councillor Nadine Decker  
Councillor Wayne Collins

**Staff:**

Blanche Bennett, Town Clerk

Amanda McGrath, Executive Assistant

**Absent:**

Councillor Marcel Penton

**1. Call to order**

Mayor Foley welcomed everyone and called the meeting to order at 7:15 P.M.

**2. 2013 Budget**

- Councillor Collins presented the 2013 Budget to Councillors.

**01/30/2013-12**

Resolved that the Town of Fogo Island approve the 2013 Municipal Budget as presented with the various tax rates, fees, due dates and expenses as presented in the budget.

**1. 2013 Tax Rates and due dates for the Town of Fogo Island:**

- a. Residential Property Tax 8 mils, minimum \$275.00
  - i. Residential Property Tax shall be charged on the consolidated assessed value of all residential property owned by a resident.
- b. Commercial Property Tax 15 mils, minimum \$300.00
- c. Business Tax Rate: Minimum \$250.00, per business

***Class Mil Rate***

Consumer services	10 mils
Fish Processors	5 mils
Other Fishers	6 mils
Crafts	12 mils
Daycares	6 mils
Personal care homes	7 mils
Boarding Homes	5 mils
Hair Dressers	10 mils
Funeral homes	16 mils
Business offices	15 mils
Accommodations	5 mils
Construction companies	20 mils
Light Manufacturing	20 mils

Service Stations/Auto Repair	15 mils
Restaurant, Takeout's, Grill	20 mils
Bars/Lounges	20 mils
Cafeteria	10 mils
Dental	10 mils
Taxis, Boat Tours, Bus Co.'s	15 mils
Bakeries	20 mils
Retail - General	15 mils
Retail - Grocery Stores	17 mils
Retail - Convenience Store	16 mils
Retail - Hardware Store	25 mils
Retail - Pharmacies	20 mils
Mail Order	25 mils
Department Store - Furniture	25 mils
Department Store - Clothing	25 mils
Freight Companies	20 mils
Oil Companies	25 mils
Electric Companies	25 mils
Utility – Fuel & Related	25 mils
Banks	215 mils

- i. Businesses with no fixed address will be charged on gross revenue at a rate of 2.5%.
- ii. Business tax will be charged on the consolidated assessed value of all business property per business.
- iii. Business tax will be charged on Vacation Rental Properties whether rented by the day, week, or month.
- d. Residential Water and Sewer Tax \$360.00 per unit per year
  - i. Water only 60% of rate
  - ii. Sewer only 40% of rate
  - iii. Churches, church halls, and Lions Club \$360.00 per year
  - iv. Subsidiary Apartments \$360.00 per year
  - v. Apartment building up to 20 units \$360 per unit.
  - vi. Cottages and vacation homes pay residential rate.
- e. Commercial Water and Sewer Tax
  - i. Basic: \$400.00 per unit per year
  - ii. Institutional: \$3,500 per year
  - iii. Water only 60% of rate
  - iv. Sewer only 40% of rate
  - v. Senior care residences \$400.00 per four resident units or portion thereof
  - vi. Bed & Breakfast's \$400.00 per year for every four bedrooms or portion thereof
  - vii. Hotels, motels and efficiency units \$400.00 per year for every three units or portion thereof
  - viii. Fish processors: \$110,000.00 per year

- ix. Fish offloading facilities: \$3000
- f.
  - a. All taxes are due and payable when billed.
  - b. All taxes shall be billed for the full year.
  - c. Interest, compounded monthly, shall be charged on all previous years taxes and shall accrue on any unpaid current year's taxes unpaid as of May 31<sup>st</sup>, at the rate of one percent per month.
- g. Exemption for Senior Citizens:
  - i. A discount of 15% will be available on Residential Property Tax for Senior Citizens subject to the following conditions:
    - 1. All prior year's taxes, including Water and Sewer Tax must be paid in full;
    - 2. Current property taxes must be paid by May 31<sup>st</sup> of current tax year;
    - 3. Applies to one property within the Town, in which the resident lives: full time or seasonal;
    - 4. If property is in joint names, one owner must be over 65 years of age as of January 1<sup>st</sup> of current tax year;
    - 5. A copy of birth certificate or other identification must be provided if requested.
- h. Fishing Property Exemption
  - i. Any property or property with a building of less than 1,800 square feet used solely as a fishing stage or store by a licensed fisher;
  - ii. Not connected to the water and sewer system;
  - iii. Not otherwise occupied in a commercial or residential capacity;shall be taxed at the residential mil rate and not subject to a minimum tax or a water and sewer tax.

## **2. 2013 Rates and Fees**

### **a. Development Permits**

- i. Residential Permit – New Construction or moved to new lot \$100.00
- ii. Residential Shed, Fence, Deck \$ 10.00
- iii. Renovation/Extension over \$10,000 \$ 50.00
- iv. Renovations/Extension under \$10,000 \$ 10.00
- v. Demolition Permit – Residential or Commercial \$ 10.00
- vi. Subdivision Permit No Charge
- vii. Commercial Permit - New Construction or moved to new lot \$200.00
- viii. Commercial Permit – Renovations/Extension/Fencing \$ 50.00
- ix. Ditching and Relocation and hard-surfacing of driveways No Charge

### **b. Hall Rentals**

- i. Hourly rentals - \$15.00 per hour, minimum \$50.00 plus HST
- ii. Daily Rentals up to twelve hours - \$150.00 plus HST
- iii. Daily and overnight, 24 hour period - \$200.00 plus HST
- iv. Weekly Rentals, 5 to 7 consecutive days - \$1,000.00 plus HST
- v. Refundable damage deposit - \$100.00

All other conditions of Rental Policy remain in effect.

### **c. Arena Rentals – same as 2012.**

### **d. Water and Sewer Turn On and Off**

- i. Turn on and off during regular working hours - \$25.00
- ii. Turn on and off after hours/holidays/weekends - \$75.00
- iii. Once each year the fee for i. above will be waived per household.

**3. Staff Remuneration**

- a. Current Council employees shall receive a pay increase of 2.5%.
- b. Employees currently compensated above the approved rates remain at their current wage.
- c. Current Health Plan Benefits and any other \*contractual benefits remain unchanged.

**4. Councillor Remuneration**

Council Remuneration for 2013 be set as follows:

- a. Mayor \$4,000 per year
- b. Deputy Mayor \$3,000 per year
- c. Councillors \$2,200 per year
- d. Council remuneration shall be deemed to consist of a non-accountable allowance of 1/3 for expenses and 2/3 for salary.
- e. Remuneration shall be paid quarterly in arrears commencing on March 31<sup>st</sup>.

Moved by Councillor Freake, seconded by Councillor Mckenna.  
Resolution Carried. In favour 8. Against 0.

**3. Adjournment:**  
**01/30/2013-13**

Resolved that the meeting of January 30, 2013 be adjourned at 9:30 P.M. Moved by Deputy Mayor Budden.

Blanche Bennett  
Town Clerk

Gerard Foley  
Mayor



**Town of Fogo Island  
Minutes Council Meeting  
February 5, 2013      7:00 P.M.**

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

**Councillors Present:**

Mayor Gerard Foley  
Councillor Roy Freake  
Councillor Lloyd Bixby  
Councillor Hayward King

Deputy Mayor Lester Budden  
Councillor Gerald McKenna  
Councillor Nadine Decker  
Councillor Wayne Collins

**Staff:**

Blanche Bennett, Town Clerk  
Daphne Coles, Supervisor of Works

Amanda McGrath, Executive Assistant

**Absent:**

Councillor Marcel Penton

**Other:**

Cpl. Greening, RCMP  
Sonya Miller, RN  
Sharon Roebbotham-McKenna, RN  
Gina Hart, RN

Chantal Rowe, RN  
Lillian Dwyer, RN  
Sandra Lane, RN

**1. Call to order:**

Mayor Foley welcomed everyone and called the meeting to order at 7:10 P.M.

**2. Delegations:**

**2.1 Cpl. Greening, RCMP**

- Cpl. Greening reviewed the RCMP's quarterly report and wanted to touch base with Council with regard to their priorities for 2013.
- The RCMP's 2012 priorities for Fogo Island were violence, including domestic and elder abuse; drugs; and street safety and they are planning to have the same priorities again this year.
- Councillors were asked if these priorities for 2013 were satisfactory and if there were any issues or concerns they needed addressed.
- Mayor Foley Thanked Cpl. Greening for taking the time to meet with Council.

**2.2 Registered Nurses**

- Chantal Rowe, RN did a presentation to Council regarding Registered Nurses; the duties they perform, their training and Central Health's plan to reduce Nursing staff.
- It was noted that no other health care professional is trained to perform the duties of a nurse; a LPN or PCA can't replace an RN.
- Councillors and staff were asked to forward and email to Central Health and the Health Minister a form letter can be found at [www.nlnu.ca](http://www.nlnu.ca).
- Mayor Foley thanked everyone for presenting their concerns.

**3. Adoption of Agenda**

**02/05/2013-14**

Resolved that the agenda be adopted. Moved by Councillor Decker, seconded by Councillor King. Resolution Carried. In favour 8. Against 0.

**4. Adoption of Minutes**

**02/05/2013-15**

Resolved that the minutes of January 15 and 30, 2013 be adopted as presented. Moved by Councillor Bixby, seconded by Deputy Mayor Budden. Resolution Carried. In favour 8. Against 0.

**5. Business Arising**

**5.1 Fogo Island Co-Op**

- Councillors expressed their concerns with their tax arrears.
- A letter will be written to the Fogo Island Co-op requesting payment.

**6. Committee/Staff Reports**

**6.1 Administration**

**Financial Report**

- The monthly report was discussed.
- Councillors discussed developing a policy regarding Fire Department spending.
- Blanche Bennett, Town Clerk was asked to contact Sentinel Systems, for clarification to their invoice.
- To help with keeping track of gas / diesel purchases, along with the yearly cost and the practicality of the Maintenance Personnel holding Visa's was questioned. It was agreed that these cards be discontinued and all purchases be done through PO numbers.

**02/05/2013-16**

Resolved that the Financial Report for January 2013 be accepted. Moved by Deputy Mayor Budden, seconded by Councillor Collins. Resolution Carried. In favour 8. Against 0.

**6.2 Public Works**

**i. Monthly Report**

- The report submitted by Daphne Coles, Supervisor of Works was discussed.

**02/05/2013-17**

Resolved that the Town order from Zylem at an estimated cost of \$1,590 plus HST, a Level Sensor for the lift station located behind Tina's Convenience. Moved by Councillor Collins, seconded by Deputy Mayor Budden. Resolution Carried. In favour 8. Against 0.

**Tenders**

- Tenders for the 2004 Western Star Dump Truck with Plow and Sander and the 2000 GMC Sierra Pickup 1500 Series, 2WD were opened.

**02/05/2013-18**

Resolved that the tender from Priority Investments Limited in the amount of \$21,251 plus HST for the 2004 Western Star Dump Truck with Plow and Sander (Serial #: 2FZAATDC74AN23472) be accepted. Moved by Councillor Collins, seconded by Councillor Freake. Resolution Carried. In favour 8. Against 0.

**02/05/2013-19**

Resolved that the tenders received for the 2000 GMC Sierra Pickup 1500 Series, 2WD not be accepted and that the Town retender the vehicle. Moved by Councillor Mckenna, seconded by Councillor Bixby. Resolution Carried. In favour 8. Against 0.

**02/05/2013-20**

Resolved that Town of Fogo Island purchase an adaptor kit for forks to fit the back hoe, from Nortrax at a cost of \$520 plus HST. Moved by Councillor Mckenna, seconded by Councillor Bixby. Resolution Carried. In favour 8. Against 0.

**6.3 Recreation, Development, Special Events/Economic Development & Tourism**

- The report submitted by Sandy Crawford, Director of Recreation and Heritage Services was addressed.

**6.4 Fire Services Committee**

- No meetings were held to submit a report.  
- Request by Fogo Fire Department – Council will be adopting a policy with regard to Fire Department purchases soon.

**6.5 Policy Committee**

- The Committee is planning a meeting with staff soon.

**6.6 Transportation Committee**

- A meeting has been requested with Change Islands and Transportation staff from Lewisporte, no date has been set yet.  
- Mr. Samuel Rowe requested that a dangerous goods trip be added for tomorrow, Blanche Bennett, Town Clerk will follow up.

**7. Correspondence:**

**7.1 Shorefast Foundation – Renovation Permit**

**02/05/2013-21**

Resolved that the Shorefast Foundation be given approval in principle, pending approval of all other licenses and/or permits from Government, to renovate 1 Bullies Cove Road for a food establishment to operate a Commissary kitchen. Moved by Councillor Bixby, seconded by Councillor Collins. Resolution Carried. In favour 8. Against 0.

**7.2 Sharon Hewitt – Permit to construct cabins**

- More information will be needed before a decision can be made.

**7.3 Marshall Hewitt – Access to property**

- This is an issue between the two land owners, not an issue that the Town can resolve.

**7.4 Harry Hallett – Drinking water system**

- A meeting will be set up with Mr. Hallett.

**7.5 Ed Goodyear – 2013 Budget**

- Letter was addressed.

**7.6 Letter from Fogo residents**

**02/05/2013-22**

Resolved that the letter from Fogo residents be tabled for a later date. Moved by Councillor McKenna, seconded by Deputy Mayor Budden. Resolution Carried. In favour 8. Against 0.

- Letter was deferred.

**8. New Business**

**8.1 Election structure**

- Item was deferred until the next meeting.
- Councillors were asked to respond to a poll that will be sent out by the Town Clerk.

**8.2 CBC, St. John's**

- The Town Clerk was asked to contact MP Scott Simms, to find out what the status is of Eastlink reinstating CBC, St. John's to its customers.

**8.3 NL Hydro**

- A meeting will be requested with Hydro regarding a plan of action for repairs and maintenance to their equipment on Fogo Island.

**8.4 PMA**

- Letter was addressed.

**9. Date of next meeting.**

March 5, 2013

**10. Adjournment:**

**02/05/2013 -23**

Resolved that the meeting of February 5, 2013 be adjourned at 11:15 P.M. Moved by Deputy Mayor Budden.

Blanche Bennett  
Town Clerk

Gerard Foley  
Mayor

**Town of Fogo Island  
Minutes Council Meeting  
March 5, 2013**

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

**Councillors Present:**

Mayor Gerard Foley  
Councillor Roy Freake  
Councillor Lloyd Bixby  
Councillor Hayward King

Deputy Mayor Lester Budden  
Councillor Gerald McKenna  
Councillor Nadine Decker  
Councillor Wayne Collins

**Staff:**

Blanche Bennett, Town Clerk  
Daphne Coles, Supervisor of Works

Amanda McGrath, Executive Assistant

**Absent:**

Councillor Marcel Penton, Work Commitment

**1. Call to order:**

Mayor Foley welcomed everyone and called the meeting to order at 7:05 P.M.

**2. Adoption of Agenda**

**03/05/2013-24**

Resolved that the agenda be adopted. Moved by Deputy Mayor Budden, seconded by Councillor Freake. Resolution Carried. In favour 8. Against 0.

**3. Adoption of Minutes**

**03/05/2013-25**

Resolved that the minutes of February 5, 2013 be adopted as presented. Moved by Councillor King, seconded by Councillor Collins. Resolution Carried. In favour 8. Against 0.

**4. Business Arising**

**4.1 Election structure**

- A meeting will be held on Wednesday, March 6, 2013 at 7:00PM to make a decision.

**4.2 Transfer of water and sewer mains**

- Councillors reviewed the agreement between the Town and the Shorefast Foundation.

**03/05/2013-26**

Resolved that the sewer mains from the Community Hall to 236 Main Road (Artisan Winds and Waves) in Joe Batt's Arm / Barr'd Islands and the water mains from Community Hall to the water storage tank in Joe Batt's Arm / Barr'd Islands, be transferred from the Shorefast Foundation to the Town, when the Town receives confirmation from Municipal Affairs that this is satisfactory. Moved by Councillor Collins, seconded by Councillor Bixby. Resolution Carried. In favour 8. Against 0.

**4.3 Fogo Island Co-op**

- Blanche Bennett, Town Clerk gave an update. Phil Barnes has requested a meeting with Council to discuss 2013 taxes.

- A letter will be written requesting prompt payment of their 2012 taxes or further action will be taken and that no discussions will be held for 2013 taxes until their 2012 taxes are paid in full.

#### **4.4 Quarry Pits**

- A meeting was held with the Department of Natural Resources on January 22, 2013, to address concerns of Council. A formal letter was forwarded to the Department addressing those concerns.
- Blanche Bennett, Town Clerk and Daphne, Supervisor of Works along with the Public Works Committee will review the applications and submit comments for each application.

### **5. Committee/Staff Reports**

#### **5.1 Administration**

##### **i. Financial Report**

- The monthly report was discussed.

#### **03/05/2013-27**

Resolved that the Financial Report for February 2013 be accepted. Moved by Deputy Mayor Budden, seconded by Councillor Decker. Resolution Carried. In favour 8. Against 0.

##### **ii. 2013 PMA Convention**

#### **03/05/2013-28**

Resolved that Blanche Bennett and Amanda McGrath attend the PMA Convention in St. John's from April 17 – 19, 2013. Moved by Deputy Mayor Budden, seconded by Councillor Bixby. Resolution Carried. In favour 8. Against 0.

#### **6.2 Public Works**

##### **i. Monthly Report**

- The report submitted by Daphne Coles, Supervisor of Works was discussed.
- The Terex backhoe is still at Nortrex in Grand Falls-Windsor, the parts have been found and repairs will be completed by next week.

##### **ii. Tenders**

- No tenders were received for the 1986 GMC Olympia Ice Resurfacer or 2008 Sterling Ton Truck.
- One tender in the amount of \$450 was received for the GMC Sierra.

#### **03/05/2013-29**

Resolved that the tender received for the 2000 GMC Sierra Pickup 1500 Series, 2WD not be accepted, due to insufficient amount tendered and a letter will be written to the individual to this effect. Moved by Councillor Mckenna, seconded by Deputy Mayor Budden. Resolution Carried. In favour 8. Against 0.

##### **iii. Clean and safe Drinking Water Workshop, Gander – March 26-28, 2013**

- Daphne Coles, Supervisor of Works and one Maintenance Worker will attend the workshop.

##### **iv. Street Signs**

- Quotes will be presented at next months meeting.

**v. Water Service – Barr'd Islands**

- Several residents of Barr'd Islands have been inquiring about the temporary water line that was being investigated in 2012.
- Staff was asked to review the survey and report back to Council.

**vi. Engineering Consultant**

- Due to the inactivity and the enormous consulting fees NL Design Associates are proposing for the Chlorine Booster Station in Seldom and the Hall Extension in Stag Harbour, the Town Clerk was instructed to contact the engineering consultants from the former Town's, to gather more information as to the cost.

**03/05/2013-30**

Resolved that the Town gather more information as to the cost from the three engineering firms that were retained by the former Town's. A decision will then be made on how to proceed. Moved by Councillor Collins, seconded by Councillor Mckenna. Resolution Carried. In favour 8. Against 0.

- Councillor Decker excused herself from the meeting at 9:10 PM.

**6.3 Recreation, Development, Special Events/Economic Development & Tourism**

- The report submitted by Sandy Crawford, Director of Recreation and Heritage Services was addressed.
- The Committee is working on a Tourism-Culture & Heritage–Recreation Stakeholder Policy.

**6.4 Fire Services Committee**

- A meeting was held with the Fire Chiefs and the Committee's plan was presented to the membership.
- The Fire Departments have since met and have decided that they will develop a plan for Fire Services for Fogo Island.
- Letter from Paul Torraville, Emergency Service Coordinator was addressed.
- Firefighting equipment in Deep Bay – request to allow active departments use the equipment that is no longer in use.
- No decisions will be made with regard to requests until the Fire Departments complete their plan.
- Letter from Sentinel Systems Ltd. was discussed. Staff was instructed to cancel the service and seek legal advice regarding the invoice.

**6.5 Policy Committee**

- The Committee met with staff to revisit policies; an amendment to the HR Policy will be completed by next week. Committee and staff are working on amendments to other policies.
- In addition, the committee will be developing a new w/s policy.

**6.6 Transportation Committee**

- Councillors discussed in detail the ferry situation, it has not been running since last Thursday due to ice conditions and air service is unavailable either, due to fog. In addition, the Windsor is scheduled for refit during the fishing and tourism season.
- The Town will request a meeting with Minister Dalley to address the ferry situation.

- A request will be made to the Department of Transportation and Works to have air service continue tomorrow even with a ferry crossing.

**6. Correspondence:**

**6.1 Dept. of Environment & Conservation – Burial of Waste**

- Correspondence was addressed.

**6.2 Dept. of Municipal Affairs – Planning Area Boundary Development Regulations**

- Correspondence was addressed.

**03/05/2013-31**

Resolved that the Town use the proposed Municipal Plan and Development Regulations as a guide for making decisions. Moved by Deputy Mayor Budden, seconded by Councillor Bixby. Resolution Carried. In favour 7. Against 0.

**6.3 Dept. of Municipal Affairs – 2013 training schedule**

- Schedule was reviewed.
- A meeting has been set for March 13, 2013 at 7:00 PM with Ed Goodyear, Central Regional Manager and Martina Gale, Municipal Affairs Analyst.

**6.4 Allan Cobb, Shorefast Foundation – Ambulance Service**

- Letter was addressed.

**6.5 KEDC – Concluding operations**

- Letter was addressed.

**7. New Business**

**7.1 Lorne Strickland – permit to infill**

**03/05/2013-32**

Resolved that the request to infill for wharf construction be approved in principle, pending approval of all other licenses and/or permits from Government. Moved by Councillor Bixby, seconded by Councillor King. Resolution Carried. In favour 7. Against 0.

**7.2 Crown Land Applications**

**i. Jeff Neil**

- The Town has two applications on file for the same parcel of land, and Council had deferred approval until the Municipal Plan and Development Regulations were adopted. Councillors agreed that the previous applicants, in order of receipt, shall be contacted to see if they are still interested in the land before a decision can be made.

**ii. Randy Lane**

**03/05/2013-33**

Resolved that the residential Crown Land referral for Randy Lane be approved in principle, pending ownership of the land and approval of all other licenses and/or permits from Government. Moved by Councillor Collins, seconded by Deputy Mayor Budden. Resolution Carried. In favour 7. Against 0.



**Town of Fogo Island  
Minutes of Council Meeting  
March 5, 2013**

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**7.3 Old School in Tilting**

- Information regarding the Old School was submitted to Councillors for review. Legal advice has been requested.

**8. Date of next meeting.**

April 2, 2013

**9. Adjournment:**

**03/05/2013 -34**

Resolved that the meeting of March 5, 2013 be adjourned at 11:15 P.M. Moved by Deputy Mayor Budden.

Blanche Bennett  
Town Clerk

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Gerard Foley  
Mayor

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**Town of Fogo Island  
Minutes Council Meeting  
Election Structure  
March 6, 2013, 7:10 P.M.**

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A Special meeting of Council was held on the above date with the following in attendance:

**Councillors Present:**

Mayor Gerard Foley  
Councillor Roy Freake  
Councillor Lloyd Bixby  
Councillor Gerald McKenna  
Councillor Nadine Decker

Deputy Mayor Lester Budden  
Councillor Wayne Collins  
Councillor Hayward King

**Staff:**

Blanche Bennett, Town Clerk

**Absent:**

Councillor Marcel Penton (Work Commitment)

The purpose of the meeting was to discuss the election structure for the upcoming election on September 24, 2013, as well as planning a second anniversary for the Municipality.

Mayor Foley welcomed everyone to the meeting and expressed his appreciation of having so many attend. He informed Council that the previous decision on the structure had been declined.

It was agreed that each Councillor would have five minutes to speak to the matter without interruption, after which the following motion was made:

**03/06/2013-35** be it resolved that the structure for the election September 2013 will be as follows:  
9 Councillors to be elected at large with the Mayor being elected within Council at the first meeting following the election. Moved by Councillor Roy Freake, seconded by Councillor Hayward King.  
Resolution Carried. In favour 8. Against 0

Number of Polling stations was discussed:

**03/06/2013-36** be it resolved that there be a polling station in each Community including Fogo Island Central, so as to give everyone a better opportunity to get out and vote. Resolution Carried. In favour 8. Against 0

The general consensus was to have 9 Councilors to provide a broader representation.

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Blanche Bennett,  
Town Clerk

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Gerard Foley,  
Mayor

**Town of Fogo Island  
Minutes of Special Council Meeting  
March 21, 2013**

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

**Councillors Present:**

Mayor Gerard Foley  
Councillor Roy Freake  
Councillor Lloyd Bixby  
Councillor Hayward King  
Councillor Marcel Penton

Deputy Mayor Lester Budden  
Councillor Gerald McKenna  
Councillor Nadine Decker  
Councillor Wayne Collins

**Staff:**

Blanche Bennett, Town Clerk

Amanda McGrath, Executive Assistant

**1. Call to order:**

Mayor Foley welcomed everyone and called the meeting to order at 7:40 P.M.

**2. "Old School" in Tilting**

**03/21/2013-37**

Resolved that the Town negotiate with St. Patrick's Parish to pay 50% (up to a maximum of \$28,589) of the cost to remove the Old School, which was used as a Recreation Centre by the former Town of Tilting. Due to this item not being included in the 2013 budget the Town will make a financial arrangement with St. Patrick's Parish, to have it paid by February 2014. Moved by Councillor McKenna, seconded by Councillor Bixby. Resolution Carried. In favour 9. Against 0.

**3. Fogo Island Co-op**

- The letter from Phil Barnes, General Manager of the Fogo Island Co-op was addressed.

**03/21/2013-38**

Resolved that the Town forgive the interest of the Fogo Island Co-op if they pay their tax arrears by March 31, 2013 and that a meeting will be held if the taxes are paid up front. Moved by Councillor McKenna, seconded by Councillor Penton. Resolution Carried. In favour 9. Against 0.

**4. Municipal Plan**

- Councillors will review the information provided by HMJ Consulting and agreed to meet on Monday, March 25 at 7:00 P.M.

**5. Adjournment:**

**03/21/2013 -39**

Resolved that the meeting of March 21, 2013 be adjourned at 9:10 P.M. Moved by Deputy Mayor Budden.

Blanche Bennett  
Town Clerk

Gerard Foley  
Mayor

**Town of Fogo Island  
Minutes of Council Meeting  
April 9, 2013**

---

A meeting was held on the above date with the following in attendance:

**Councillors Present:**

Mayor Gerard Foley

Councillor Roy Freake

Councillor Marcel Penton

Councillor Hayward King

Deputy Mayor Lester Budden

Councillor Gerald McKenna

Councillor Nadine Decker

Councillor Wayne Collins

**Staff:**

Blanche Bennett, Town Clerk

Daphne Coles, Supervisor of Works

Amanda McGrath, Executive Assistant

**Absent:**

Councillor Lloyd Bixby, Out of Town

**1. Call to order:**

Mayor Foley welcomed everyone and called the meeting to order at 9:40 P.M.

**2. Adoption of Agenda**

**2013-40**

**McKenna/Collins**

Resolved that the agenda be adopted.

Resolution Carried. In favour 8. Against 0.

**3. Adoption of Minutes**

**2013-41**

**Budden/Penton**

Resolved that the minutes of March 5, 6 and 21, 2013 be adopted as presented.

Resolution Carried. In favour 8. Against 0.

**4. Business Arising**

**4.1 Sentinel Systems Ltd.**

**2013-42**

**Freake/Collins**

Resolved that the Town discontinue the contract with Sentinel Systems Ltd. and pay invoice number 104 totaling \$2881.50.

Resolution Carried. In favour 8. Against 0.

**4.2 MNL Central Regional Meeting**

- Deputy Mayor Budden agreed to attend the meeting in Gander this weekend.

**Town of Fogo Island  
Minutes of Council Meeting  
April 9, 2013**

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**5. Adjournment**

**013-43**

**Freake/Budden**

Resolved to defer all items and adjourn the meeting until April 15, 2013.

Resolution Carried. In favour 8. Against 0.

Blanche Bennett  
Town Clerk

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Gerard Foley  
Mayor

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**Town of Fogo Island  
Minutes Council Meeting  
April 15, 2013**

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

**Councillors Present:**

Mayor Gerard Foley  
Councillor Roy Freake  
Councillor Marcel Penton  
Councillor Hayward King

Deputy Mayor Lester Budden  
Councillor Gerald McKenna  
Councillor Nadine Decker (7:15 PM)  
Councillor Wayne Collins

**Staff:**

Blanche Bennett, Town Clerk  
Daphne Coles, Supervisor of Works

Amanda McGrath, Executive Assistant

**Absent:**

Councillor Lloyd Bixby

**1. Call to order:**

Mayor Foley welcomed everyone and called the meeting to order at 7:10 P.M.

**2. Adoption of Agenda**

**2013-44**

**Penton/Budden**

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 7. Against 0.

**3. Business Arising**

**3.1 Quarry Permits**

Blanche Bennett, Town Clerk was asked to follow up with the Department of Environment regarding unresolved issues, i.e. garbage, trailers.

❖ Councillor Nadine Decker joined the meeting at 7:15 P.M.

**3.2 Fogo Island Co-op**

No date has been set for the meeting.

**4. Committee/Staff Reports**

**4.1 Administration**

**i. Financial Report**

**2013-45**

**Freake/Decker**

Resolved to approve cheques 2682 -2806 and accept the financial report for March 2013.

Resolution Carried. In favour 8. Against 0.

**ii. Invoice from NL Design Associates Ltd.**

- Staff will review the contract as more information is required.

**iii. Gas Tax**

Capital Investment Plan for the Town of Fogo Island will be addressed at the next meeting.

**6.2 Public Works**

**i. Monthly Report**

- The report submitted by Daphne Coles, Supervisor of Works was discussed.
- Work completed this week by R & K Construction was under warranty.
- A tender was issued for road material.

**ii. Street Signs**

**2013-46**

**McKenna/Decker**

Resolved to approve the purchase of street signs from Stagg Signs at a cost of \$32.50 each and use 4 X 4 pressure treated post for installation.

Resolution Carried. In favour 8. Against 0.

**iii. Xylem - Preventative Maintenance Program**

**2013-47**

**Penton/Collins**

Resolved that the Town participate in the preventative maintenance program for lift stations with Xylem at a cost of \$6,090 plus HST for 14 lift stations.

Resolution Carried. In favour 8. Against 0.

**6.3 Recreation, Development, Special Events/Economic Development & Tourism**

The report submitted by Sandy Crawford, Director of Recreation and Heritage Services was addressed.

**6.4 Fire Services Committee**

Deputy Mayor Budden submitted minutes from a meeting that was held with members from the JBS Fire Department on April 10, 2013.

Request for pick-up for the JBS Department to transport auxiliary equipment – Council suggested that they explore existing equipment within the Fogo Island Fire Services and in addition that no decisions will be made with regard to the purchase of new equipment until they provide the Town with their plan.

Training – Councillors discussed cost shared, no plan provided as of yet and that the financial statements have been provided by the Departments.

**2013-48**

**McKenna/Penton**

Resolved that the Town give the Stag Harbour Fire Department the 2000 GMC Sierra Pickup 1500 Series on a as is where is basis and that they would be responsible for any maintenance.

Resolution Carried. In favour 7. Against 1 (Foley).

**2013-49**

**Freake/Collins**

Resolved that the Town of Fogo Island invoice Terra Nova School District \$30 per each load of water supplied to the Fogo Island Central Academy via Fire Truck when the school experienced water issues. This amount per trip will help offset the cost of fuel, chlorine, etc.

Resolution Carried. In favour 8. Against 0.

**6.5 Policy Committee**

**i. Hall Rental / User Policy**

**2013-50**

**Penton/Mckenna**

Resolved that the Hall Rental / User Policy be amended as presented.

Resolution Carried. In favour 8. Against 0.

**ii. Human Resources Policy**

**2013-51**

**Penton/King**

Resolved that the Human Resources Policy be amended as presented.

Resolution Carried. In favour 8. Against 0.

**iii. Community Stake Holder Group Policy**

**2013-52**

**Penton/Mckenna**

Resolved that the Community Stake Holder Group Policy be adopted as presented.

Resolution Carried. In favour 8. Against 0.

**6.6 Transportation Committee**

A letter will be sent to the Premier of Newfoundland and Labrador and copied to various Government Departments from the Town, Fogo Island Co-op, Shorefast Foundation and the Fogo Island Concerned Citizens Committee, outlining transportation concerns on Fogo Island.

❖ Councillor Marcel Penton and Ms. Daphne Coles were excused from the meeting at 10:20 P.M.

**5. Correspondence:**

**5.1 RCMP Quarterly Report**

Report was addressed.

**5.2 Cyril Burke, St. Patrick's Parish Finance Committee**

Mr. Burke's letter was addressed.

**5.3 MNL Symposium**

**2013-53**

**Decker/Budden**

Resolved that the Town register 2 Councillors and 2 Staff to attend the 2013 Municipal Symposium.

Resolution Carried. In favour 7. Against 0.



**5.4 Ed Goodyear, Regional Manager, Municipal Affairs**

Letter was addressed.

**5.5 Gary Vey, Gander International Airport**

Letter was addressed.

**6. New Business**

**6.1 Crown Land Applications**

**i. Lisa & Richard Durnford – Residential**

**2013-54**

**Decker/Collins**

Resolved that the residential Crown Land referral for Lisa & Richard Durnford be approved in principle, providing that the basketball court not be interfered with and approval of all other licenses and/or permits from Government.

Resolution Carried. In favour 7. Against 0.

**6.2 Permits**

**i. Paul & Elizabeth LaVerghetta - Residential**

**2013-55**

**King/Freake**

Resolved that the Residential Building Permit for Paul & Elizabeth LaVerghetta be approved in principle, approval of all other licenses and/or permits from Government.

Resolution Carried. In favour 7. Against 0.

**ii. Sharon Hewitt – 2 Cabins – Commercial**

**2013-56**

**Budden/Freake**

Resolved that the Commercial Building Permit for Sharon Hewitt to construct two cabins be approved in principle, approval of all other licenses and/or permits from Government.

Resolution Carried. In favour 7. Against 0.

**iii. Philip Foley – Commercial**

**2013-57**

**Freake/Collins**

Resolved that the Commercial Building Permit for Philip Foley to construct a Pub be approved in principle, approval of all other licenses and/or permits from Government.

Resolution Carried. In favour 7. Against 0.

**6.3 Closure of EAS Office**

A letter will be written expressing Council's concern's regarding the closure of the EAS Office on Fogo Island.

- ❖ Mayor Foley and Councillor Decker declared themselves in conflict of interest and were excused from the meeting at 10:45 P.M.

**6.4 B & B Tax Rates**

**2013-58**

**Collins/Mckenna**

Resolved that B & B's shall be taxed at the residential rate for property tax and the residential rate for water and sewer tax for the first four rooms and \$90 per every room thereafter.

Resolution Carried. In favour 5. Against 0.

❖ Councillor Decker returned to the meeting at 10:50 P.M.

**6.5 Business Taxes**

**2013-59**

**Freake/Mckenna**

Resolved that taxes for Chartwells be set at \$300 per year.

Resolution Carried. In favour 6. Against 0.

❖ Mayor Foley returned to the meeting at 11:00 P.M.

**7. Date of next meeting.**

May 7, 2013

**8. Adjournment:**

**2013 -60**

**Budden**

Resolved that the meeting of April 15, 2013 be adjourned at 11:05 P.M.

Blanche Bennett  
Town Clerk

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Gerard Foley  
Mayor

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**Town of Fogo Island  
Minutes Council Meeting  
April 24, 2013**

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

**Councillors Present:**

Mayor Gerard Foley  
Councillor Lloyd Bixby  
Councillor Hayward King

Deputy Mayor Lester Budden  
Councillor Nadine Decker

**Staff:**

Blanche Bennett, Town Clerk

Amanda McGrath, Executive Assistant

**Absent:**

Councillor Roy Freake  
Councillor Marcel Penton

Councillor Gerald McKenna  
Councillor Wayne Collins

**1. Call to order:**

Mayor Foley welcomed everyone and called the meeting to order at 7:30 P.M.

**2. Municipal Capital Works**

The Department of Municipal Affairs and the Town have had issues and concerns with our consulting engineering, Newfoundland Design Associates Ltd., regarding the high cost for engineering services and delays for startup.

**2.1. Chlorine Booster Station - Seldom**

**2013 -61**

**King/Budden**

Resolved that Harris & Associates Ltd be retained as the consulting engineering for the Chlorine Booster Station Project in Seldom  
Resolution Carried. In favour 5. Against 0

**2.2 Extension to Stag Harbour Hall**

**2013 -62**

**Budden/Bixby**

Resolved that Hardy Engineering Consultants Ltd be retained as the consulting engineering for the Extension to Stag Harbour Hall Project.  
Resolution Carried. In favour 5. Against 0

**2.3 Municipal Capital Works Projects**

**2013 -63**

**Bixby/ Budden**

Resolved that in the event that the Town is not permitted to have two separate Consulting Engineers for the Chlorine Buster Station Project in Seldom and for the Extension to Stag Harbour Hall, the Town will retain Hardy Engineering Consultants Ltd for both projects.  
Resolution Carried. In favour 5. Against 0

**Town of Fogo Island  
Minutes of Council Meeting  
April 24, 2013**

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**3. Capital Investment Plan – Gas Tax**

Notes from the meeting Blanche Bennett and Amanda McGrath had with the Gas Tax Secretariat were presented to Councillors.

Staff will compile quotes for the next Council meeting.

**4. Spring Cleanup**

Spring cleanup will start on May 13, 2013.

Town equipment and maintenance staff will be utilized for cleanup this year.

**5. Adjournment:**

**2013 -60**

**Budden**

Resolved that the meeting of April 30, 2013 be adjourned at 11:05 P.M.

Blanche Bennett  
Town Clerk

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Gerard Foley  
Mayor

---

**Town of Fogo Island  
Minutes Council Meeting  
April 30, 2013**

---

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

**Councillors Present:**

Mayor Gerard Foley  
Councillor Lloyd Bixby  
Councillor Gerald McKenna

Deputy Mayor Lester Budden  
Councillor Roy Freake  
Councillor Hayward King

**Staff:**

Blanche Bennett, Town Clerk

Amanda McGrath, Executive Assistant

**Absent:**

Councillor Nadine Decker  
Councillor Wayne Collins

Councillor Marcel Penton

**1. Call to order:**

Mayor Foley welcomed everyone and called the meeting to order at 7:10 P.M.

**2. Municipal Plan**

**2013 -61**

Freake/ Budden

Resolved that the Municipal Plan and Development Regulations 2012-2022 as developed by HMJ Consulting Limited for the Town of Fogo Island is acceptable and shall be forwarded to the Department of Municipal Affairs for approval.

Resolution Carried. In favour 6. Against 0

**3. Adjournment:**

**2013 -62**

**Budden**

Resolved that the meeting of April 30, 2013 be adjourned at 8:30 P.M.

Blanche Bennett  
Town Clerk

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Gerard Foley  
Mayor

---

**Town of Fogo Island  
Minutes Council Meeting  
May 7, 2013**

---

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

**Councillors Present:**

Mayor Gerard Foley  
Councillor Roy Freake  
Councillor Lloyd Bixby  
Councillor Nadine Decker (8:47 PM)

Deputy Mayor Lester Budden  
Councillor Gerald McKenna  
Councillor Hayward King

**Staff:**

Blanche Bennett, Town Clerk  
Sandy Crawford, Director of Recreation,  
Heritage Services

Amanda McGrath, Executive Assistant

**Absent:**

Councillor Marcel Penton, Work Commitment

Councillor Wayne Collins, Work Commitment

**1. Call to order:**

Mayor Foley welcomed everyone and called the meeting to order at 7:05 P.M.

**2. Adoption of Agenda**

**2013-63**

**Bixby/King**

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 6. Against 0.

**3. Adoption of Minutes**

**2013-64**

**Freake/Budden**

Resolved that the minutes of April 9, 15 and 24, 2013 be adopted as presented.

Resolution Carried. In favour 6. Against 0.

**4. Business Arising**

**4.1 Capital Investment Plan – Gas Tax**

Only one quote was received for paving, which was especially high due to no paving contracts in the area. The Town will look into other options to address roads.

Potable Drinking Water Systems, lighting and ceiling renovations for the stadium were also discussed.

**4.2 Water and Sewer Policy**

**2013-65**

**Freake/Budden**

Resolved that the Town of Fogo Island Water Supply and / or Sewerage Disposal Regulations, 2013 be adopted as presented.

Resolution Carried. In favour 6. Against 0.

**5. Committee and Staff Reports**

**5.1 Recreation, Development, Special Events/Economic Development & Tourism**

Sandy Crawford, Director of Recreation and Heritage Services reviewed his monthly report with Councillors.

❖ Mr. Sandy Crawford was excused from the meeting at 8:00 P.M.

**5.2 Administration**

**i. Financial Report**

**2013-66**

**Budden/Bixby**

Resolved to approve cheques 2807 -2891 and accept the financial report for April 2013.

Resolution Carried. In favour 6. Against 0.

**ii. Report from PMA Convention**

Report from Blanche Bennett and Amanda McGrath was submitted for review.

**5.3 Public Works**

**i. Monthly Report**

- The report submitted by Daphne Coles, Supervisor of Works was discussed.

- Since the report was submitted, the Roads in Joe Batt's Arm and Seldom have been graded by the Department of Transportation and Works.

**5.4 Fire Services Committee**

**i. Letter from Bobby Parsons**

**ii. Letter from Ed Goodyear**

Both letters were discussed in detail. Town Clerk, Blanche Bennett was asked to contact Paul Torraville, Fire Services Coordinator regarding alternate options for transporting the Jaws of Life.

**iii. Fire & Life**

Paul Torraville, Fire Services Coordinator and a representative from Fire and Emergency Services will be carrying out the Fire and Life inspection for the Fogo Island Inn tomorrow.

**iv. Stag Harbour Fire Department**

Deputy Mayor Budden passed along a thank-you message from the Department.

**5.5 Policy Committee**

No members were present to submit a report.

**5.6 Transportation Committee**

Councillor McKenna gave an update on the ferry issues. Members from Bell Island and himself will meet this week at the MNL Symposium, MHA Dalley will be contacted to join the meeting also. In addition, a joint meeting has been requested with the Minister for next week.

❖ Councillor Nadine Decker joined the meeting at 8:47 P.M.

**6. Correspondence:**

**6.1 email from Cyril Burke**

Mr. Burke's email was addressed.

**6.2 Letter from Gary Dawe**

**2013-67**

**Budden/Bixby**

Resolved that the extra water tax charged to businesses for water purification units be rescinded.

Resolution Carried. In favour 7. Against 0.

**6.3 MAA – Clar Simmons Scholarship**

Any child, grandchild or ward of a municipal Councillor or employee is eligible to apply for the scholarship.

**7. New Business**

**7.1 Permits**

**i. Albert Cluett Jr. – Alter Building**

**2013-68**

**Bixby/King**

Resolved that the Building Permit for Albert Cluett Jr. to reduce the size of his fishing stage and complete repairs to the wharf be approved in principle, pending approval of all other licenses and/or permits from Government.

Resolution Carried. In favour 7. Against 0.

**ii. Jeffrey and Deborah Doucet - Residential**

**2013-69**

**McKenna/Budden**

Resolved that the Residential Building Permit for Jeffrey and Deborah Doucet to construct a new home be approved in principle, pending approval of all other licenses and/or permits from Government.

Resolution Carried. In favour 7. Against 0.

**iii. Shorefast Foundation – Occupancy Permit for the Fogo Island Inn**

**2013-70**

**McKenna/Budden**

Resolved that the Occupancy Permit for the Fogo Island Inn be approved in principle, pending approval of all other licenses and/or permits from Government.

Resolution Carried. In favour 7. Against 0.

**7.2 Tender**

**2013-71**

**Freake/McKenna**

Resolved that the Town of Fogo Island place the former Town Office in Fogo on tender, with a minimum bid of \$35,000.

Resolution Carried. In favour 7. Against 0.



**7.3 Pat White - Request for meeting**

A meeting will be set up with Pat White of EVAS Air.

**7.4 Central Newfoundland Waste Management – Regional Meeting**

The regional meeting will be set for May 28, 2013.

**7.5 Water Line – Barr'd Islands**

The Public Works Department will be requested to get measurements completed.

**8. Request for Reduction in Taxes**

**8.1 Eugene Collins, Indian Lookout Limited**

**2013-72**

**Budden/Decker**

Resolved that the 2013 tax rate as set for accommodations remain unchanged.

Resolution Carried. In favour 7. Against 0.

❖ Councillor Freake declared himself in in conflict of interest and was excused from the meeting at 9:40 P.M.

**8.1 Owen Combden, Fogo Island Hardware Building Center**

**2013-73**

**Budden/King**

Resolved that the 2013 tax rate as set for Retail -Building Supply remain unchanged.

Resolution Carried. In favour 6. Against 0.

❖ Councillor Freake returned to the meeting at 9:44 P.M.

**9. Date of next meeting.**

June 4, 2013

**10. Adjournment:**

**2013 -74**

**Budden**

Resolved that the meeting of May 7, 2013 be adjourned at 9:45 P.M.

Blanche Bennett  
Town Clerk

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Gerard Foley  
Mayor

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**Town of Fogo Island  
Minutes Council Meeting  
June 4, 2013**

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

**Councillors Present:**

Mayor Gerard Foley  
Councillor Roy Freake  
Councillor Lloyd Bixby  
Councillor Nadine Decker (7:45 PM)

Deputy Mayor Lester Budden  
Councillor Gerald McKenna  
Councillor Hayward King

**Staff:**

Blanche Bennett, Town Clerk

Amanda McGrath, Executive Assistant (8:30 PM)

**Absent:**

Councillor Marcel Penton, Work Commitment

Councillor Wayne Collins, Work Commitment

**1. Call to order:**

Mayor Foley welcomed everyone and called the meeting to order at 7:30 P.M.

**2. Adoption of Agenda**

**2013-75**

**Budden/Freake**

Resolved that the revised agenda be adopted.  
Resolution Carried. In favour 5. Against 0.

**3. Adoption of Minutes**

**2013-76**

**Budden/ King**

Resolved that the minutes of April 30 and May 7, 2013 be adopted as presented.  
Resolution Carried. In favour 5. Against 0.

**4. Business Arising**

No business arising.

❖ Councillor Nadine Decker joined the meeting at 7:45 P.M.

**5. Committee and Staff Reports**

**5.1 Administration**

**i. Financial Report**

**2013-77**

**Budden/Bixby**

Resolved to approve cheques 2892-2963 and accept the financial report for May 2013.  
Resolution Carried. In favour 6. Against 0.

**ii. Electronic Banking**

**2013-78**

**Budden/Decker**

Resolved that the Town of Fogo Island set up electronic banking.

Resolution Carried. In favour 6. Against 0.

**5.2 Public Works**

**i. Monthly Report**

- The report submitted by Daphne Coles, Supervisor of Works was discussed.
- The Department was asked to prioritize work needed to be completed and will be checking all fire hydrants to ensure they are working properly.

**ii. Penton's Brook**

- A portion of Southside Road at Penton's Brook will have to be upgraded. The Town may qualify for emergency funding through the Department of Municipal Affairs; Mrs. Coles was asked to follow up.

**2013-79**

**Decker/Bixby**

Resolved that the Town of Fogo Island request a quote from Harty Engineering and Harris & Associates for engineering services to upgrade and install new culverts at Penton's Brook on Southside Road.

Resolution Carried. In favour 6. Against 0.

**iii. Invoice's**

**2013-80**

**Bixby/Budden**

Resolved that the Town of Fogo Island reimburse Edmund Walbourne \$92.64 for damages caused to his fence by the snowplow, however the Town will not be responsible for any future damages, due to the fact that his fence is close to the road. Be it also resolved that the Town pay R & K Construction \$10,486.40 for repairs to sewer line in Joe Batt's Arm. Be it also resolved that the Town pay Kings Construction \$6,039.85 for repairs to water line in Joe Batt's Arm.

Resolution Carried. In favour 6. Against 0.

- Blanche Bennett, Town Clerk was asked to write Mr. Edmund Walbourne to advise him that the Town will not be responsible for any future damages to his fence.

**iv. Letter from Eugene Bailey**

- Letter was addressed. The Works Department checked out the issue last year and in their opinion the sewer line is not on the proper grade, therefore water lying in the line causes a odor. She had recommended that Mr. Bailey install a backflow valve to alleviate the problem.

**v. Community Wells**

- Daphne Coles, Public Works Supervisor was asked to check out the community wells.

**5.3 Recreation, Development, Special Events/Economic Development & Tourism**

- The report submitted by Sandy Crawford, Director of Recreation and Heritage Services was discussed.
- Councillor Decker gave an overview of a meeting that was held with the Fogo Cultural and Heritage Society on May 31 and an overview of a public meeting that was held tonight with Community stakeholder groups.

**5.4 Fire Services Committee**

**i. Report**

- Deputy Mayor Budden gave a report of their meeting held on June 3<sup>rd</sup>, 2013.
- The Town will purchase supplies for Fire Safety Week at a cost of \$169, plus tax and will pay the \$20 fee for Standard Agreement.
- All were in agreement that the Fogo Island Fire Service could use the Stadium for fundraising events and for the Firemen's Ball.
- All Fire Department members have to have Level I Certification training. Training will be held in Gander.

**ii. Jaws-of-Life**

**2013-81**

**Freake/Budden**

Resolved that a 4 X 4 extended cab and box pickup truck be purchase to transport equipment and the Jaws-of-Life, up to a maximum cost of \$15,000 with the Town of Fogo Island paying 60% and the Fire Department paying 40%.

Resolution Carried. In favour 6. Against 0.

**5.5 Policy Committee**

The Committee met to discuss the Accounts Receivable Policy and they plan to meet regarding a Snowclearing Policy and a Policy for the Fire Department.

**5.6 Transportation Committee**

Councillors discussed the proposed schedule for the Beaumont Hamel, the Town Clerk was asked to follow up with Veronica Warren tomorrow.

**6. Correspondence:**

**6.1 Gerald Freake, Peg's B & B**

It was determined that Peg's B & B did not have a basement apartment whereby the former Town of Fogo charged a water and sewer tax.

**2013-82**

**Budden/Bixby**

Resolved that the basement apartment water and sewer fee for Peg's B & B be written off.

Resolution Carried. In favour 6. Against 0.

**6.2 CBC**

A letter will be written to Eastlink and attach a copy of CBC's letter. The letter will be copied to our M.P. and M.H.A.

**7. New Business**

**7.1 Air Strip Extension**

Councillor McKenna gave an overview of a meeting that was held with regard to extending the Air Strip on Fogo Island

**2013-83**

**Decker/McKenna**

Resolved that the Town of Fogo Island take the leadership role in pursuing funding to have the airstrip extended.

Resolution Carried. In favour 6. Against 0.

**7.2 MOU – Fogo Island Marine Interpretation Centre**

The Town Clerk was asked to contact the Shorefast Foundation regarding funding for staff.

**7.3 MOU – Former Wesley United Church**

**2013-84**

**Decker/Budden**

Resolved that the Town of Fogo Island sign the *Agreement of Purchase and Sale* between the Town and the Shorefast Foundation, as per the *Option Agreement* the former Town of Seldom-Little Seldom had with the Shorefast Foundation, to sell the former Wesley United Church.

Resolution Carried. In favour 6. Against 0.

**7.4 Crown Land Application**

**i. Ross Osmond - Commercial**

**2013-85**

**Budden/Bixby**

Resolved that the Crown Land application for Ross Osmond be declined. The area that Mr. Osmond applied for is land adjacent to the Iceberg Arena which the Town holds a lease on and have future plans for the land.

Resolution Carried. In favour 6. Against 0.

**8. Date of next meeting.**

July 3, 2013

**9. Adjournment:**

**2013 -86**

**Budden**

Resolved that the meeting of June 4, 2013 be adjourned at 10:30 P.M.

Blanche Bennett  
Town Clerk

Gerard Foley  
Mayor

**Town of Fogo Island  
Minutes Council Meeting  
July 3, 2013**

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

**Councillors Present:**

Mayor Gerard Foley  
Councillor Roy Freake  
Councillor Lloyd Bixby

Councillor Marcel Penton  
Councillor Gerald McKenna  
Councillor Hayward King

**Staff:**

Blanche Bennett, Town Clerk  
Daphne Coles, Supervisor of Works

Amanda McGrath, Executive Assistant

**Absent:**

Deputy Mayor Lester Budden, Vacation  
Councillor Nadine Decker, Work Commitment

Councillor Wayne Collins, Work Commitment

**1. Call to order:**

Mayor Foley welcomed everyone and called the meeting to order at 7:40 P.M.

**2. Adoption of Agenda**

**2013-90**

**Bixby/Penton**

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 6. Against 0.

**3. Adoption of Minutes**

**2013-91**

**Freake/King**

Resolved that the minutes of June 4 and 13, 2013 be adopted as presented.

Resolution Carried. In favour 6. Against 0.

**4. Business Arising**

No business arising.

**5. Committee and Staff Reports**

**5.1 Administration**

**i. Financial Report**

**2013-92**

**King/Penton**

Resolved to approve cheques 2964-3095 and accept the financial report for June 2013.

Resolution Carried. In favour 5. Against 0.

**5.2 Public Works**

**i. Monthly Report**

- The report submitted by Daphne Coles, Supervisor of Works was discussed.

- A water leak has been detected on Kelly's Island Road, Tilting; the Public Works Department will have to wait for low tides until the problem can be resolved.
- Jim Harty, Harty Engineering Ltd. and Angus Bradley, Department Municipal Affairs will be out tomorrow to examine Penton's Brook and South Side Road.

**ii. Requests / Inquiries**

- a) Councillor King was approached by residents to have the road to the old Cemeteries by Waterman's Brook Trail, upgraded. Councillors were in agreement that this is an issue for the Churches and residents should be directed accordingly.
- b) Request to have directional ferry and Co-op signage placed in Fogo. A ferry sign has been provided by the Department of Transportation and Works. The Town Clerk was asked to contact the Fogo Island Co-op to have directional signage installed.

**iii. Dilapidated Buildings**

- The Public Works Department has received several complaints regarding dilapidated buildings. The Policy Committee is in the process of developing a policy regarding depilated buildings.

**iv. New Water and sewer installations**

- Daphne Coles, Supervisor of Works was directed to assess new hookups and make decisions on a case by case basis, to determine where the home owner shall hook into the line, i.e. the main waterline or a service line.

**v. Request for Permits**

**a) Malcolm Ford**

**2013-93**

**Bixby/Freake**

Resolved that the permit for Malcolm Ford to locate a trailer on his property be approved in principle, pending all municipal regulations are followed and approval of all other licenses and/or permits from Government.

Resolution Carried. In favour 6. Against 0.

**b) James Higgins**

**2013-94**

**Freake/Penton**

Resolved that the permit for James Higgins to install a fence on his property be approved in principle, pending municipal regulations are followed and approval of all other licenses and/or permits from Government.

Resolution Carried. In favour 6. Against 0.

**c) Ray Burke**

**2013-95**

**Penton/Bixby**

Resolved that the permit to construct a home be approved in principle, pending written confirmation of land ownership, that municipal regulations are followed and approval of all other licenses and/or permits from Government.

Resolution Carried. In favour 6. Against 0.

**d) Gerald Freake**

**2013-96**

**Penton/Bixby**

Resolved that the permit to construct a cottage be approved in principle, pending municipal regulations are followed and approval of all other licenses and/or permits from Government.

Resolution Carried. In favour 6. Against 0.

**5.3 Recreation, Development, Special Events/Economic Development & Tourism**

- The report submitted by Sandy Crawford, Director of Recreational and Heritage Services was discussed.

**5.4 Fire Services Committee**

- Bobby Parsons, JBS Fire Chief has requested that the Town pay the full amount for the new truck to be purchased for the jaws-of-life and the Town invoice the Fire Departments.

- It was agreed that the Fire Departments shall pay their share before that truck is purchased.

**5.5 Policy Committee**

- The Committee has plans to develop an animal control, building permit, dilapidated buildings, museum donations/payments, snowclearing and employee performance policies.

- The Fire Department Policy is being worked on and is being reviewed by the committee.

**5.6 Transportation Committee**

- A meeting will be set up with Derrick Dalley as soon as possible.

❖ Mrs. Coles was excused from the meeting at 9:10 PM

**6. Correspondence:**

**6.1 RCMP Quarterly Report**

- Report was discussed. The Town Clerk was asked to write Cpl. Greening thanking him for his report.

**6.2 Minister O'Brien – National Building Code & Carbon Calculator**

**2013-97**

**McKenna/Freake**

Resolved that the Town of Fogo Island adopt the 2010 National Building Code and any supplements and amendments, as the minimum development standard, including the new emergency efficiency provisions introduced in 2012.

Resolution Carried. In favour 6. Against 0.

**2013-98**

**Bixby/Penton**

Resolved that the onus for compliance with the National Building Code standards be placed on the owner and/or developer/contractor.



Resolution Carried. In favour 6. Against 0.

**6.3 Minister O'Brien – Changes to Capital Works Projects**

Letter was addressed.

- ❖ Councillor Marcel Penton was excused from the meeting at 9:35 PM.

**7. New Business**

**7.1 Engineering Services**

**2013-99**

**McKenna/King**

Resolved that the Town of Fogo Island issue a request for proposals for engineering services.

Resolution Carried. In favour 5. Against 0.

**7.2 Soccer Field – Trailer**

- Request to permanently locate a trailer by the soccer field was discussed.
- All were in agreement that would become an eyesore and the request was denied.

**7.3 Old Municipal Records**

**2013-100**

**Bixby/Freake**

Resolved that old municipal records, such as bank statements and cancelled cheques, from the former Town of Fogo be destroyed.

Resolution Carried. In favour 5. Against 0.

**7.4 Crown Land Applications**

**i. Paul & Elizabeth LaVerghetta - Residential**

**ii. Cyril Burke – Remote Cabin**

**iii. Lee & Kimberley Holmes – Commercial Rental Cottages**

**2013-101**

**Freake/Bixby**

Resolved that the residential Crown Land referral for Paul and Elizabeth LaVerghetta; the remote cabin Crown Land referral for Cyril Burke and the Commercial Rental Cottages Crown land referral for Lee & Kimberley Holmes be approved in principle, pending approval of all other licenses and/or permits from Government.

Resolution Carried. In favour 5. Against 0.

**7.5 Community Grant Policy**

- Blanche Bennett, Town Clerk was instructed to administer the Community Grants Policy.

**8. Tax Issues**

**2013-102**

**Bixby/King**

Resolved that the Indian lookout Ltd. shall be charged a grant in lieu in the amount of \$4000.

Resolution Carried. In favour 5. Against 0.

**Town of Fogo Island  
Minutes of Council Meeting  
July 3, 2013**

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**9. Date of next meeting.**

August 6, 2013

**10. Adjournment:**

**2013 -103**

**Mckenna**

Resolved that the meeting of July 3, 2013 be adjourned at 10:15 P.M.

Blanche Bennett  
Town Clerk

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Gerard Foley  
Mayor

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**Town of Fogo Island  
Minutes Council Meeting  
August 6, 2013**

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

**Councillors Present:**

Mayor Gerard Foley

Councillor Wayne Collins

Councillor Gerald McKenna

Councillor Hayward King

Deputy Mayor Lester Budden

Councillor Roy Freake

Councillor Lloyd Bixby

Councillor Nadine Decker (8:05 PM, Work)

**Staff:**

Blanche Bennett, Town Clerk

Daphne Coles, Supervisor of Works

**Absent:**

Councillor Marcel Penton

Amanda McGrath, Executive Assistant, Vacation

**1. Call to order:**

Mayor Foley welcomed everyone and called the meeting to order at 7:30 P.M.

**2. Adoption of Agenda**

**2013-104**

**Bixby/Collins**

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 7. Against 0.

**3. Adoption of Minutes**

**2013-105**

**King/Bixby**

Resolved that the minutes of July 3, 2013 be adopted as presented.

Resolution Carried. In favour 7. Against 0.

**4. Business Arising**

No business arising.

**5. Committee and Staff Reports**

**5.1 Administration**

**i. Financial Report**

**2013-106**

**Budden/Collins**

Resolved to approve cheques 3096-3271 and accept the financial report for June 2013.

Resolution Carried. In favour 7. Against 0.

- It was agreed that the power shall be cut to the old Community Hall in Stag Harbour.

**5.2 Public Works**

**i. Monthly Report**

The report submitted by Daphne Coles, Supervisor of Works was discussed.

**a) Request for Street Lights**

Daphne Coles, Supervisor of Works was given direction to approve or dis-approve request for installation of street lights.

❖ Councillor Decker Joined the meeting at 8:05 PM

**b) Lift Station Maintenance  
2013-107**

**Budden/Collins**

Resolved that the Town of Fogo Island purchase two lift stations pumps at a cost of \$9954.00 plus tax, repairs to two lift station pumps at a cost of \$5636.70 plus tax and repair 2 flush valves at a cost of \$660.88 plus tax. In addition, the other pumps shall be replaced if the cost for repairs is 75% or greater.

Resolution Carried. In favour 8. Against 0.

**c) Dilapidated Buildings**

- Tap Building in Tilting – Public Works Department will inspect the building.
- 5 Sargent's Cove Road – A letter will be written to Mr. Ford Hewitt to have the property cleaned up.

**d) Brimstone Head Festival**

The Town will collect and dispose of the garbage for the festival.

**5.3 Recreation, Development, Special Events/Economic Development & Tourism**

- The report submitted by Sandy Crawford, Director of Recreational and Heritage Services was discussed.
- Financial report for the wedding at the Stadium was discussed.

**5.4 Fire Services Committee**

**a) Fire Services Policy**

Policy has been developed and will be presented to the Emergency Services Coordinator and he will forward copies to the Fire Chiefs.

**b) Emergency Plan**

Blanche Bennett, Town Clerk will contact Eddie Oake, Bell Aliant, Bob Tobin, NL Hydro, Natasha Decker and the Fogo Island Health Care Centre.

**5.5 Policy Committee**

**2013-108**

**Decker/Freake**

Resolved that the Fire services Policy be forwarded to the Emergency Services Coordinator for review.

Resolution Carried. In favour 8. Against 0.

**5.6 Transportation Committee**

- Councillors discussed the unavailability of an extra ferry during the festivals and the cooperation of the Change Islands Transportation Committee for next weekend.

**6. Correspondence**

**6.1 Ross Osmond –Reconsider Crown Land Application**

As agreed at a previous meeting, Council will not be transferring the property adjacent to the Iceberg Arena to Mr. Ross Osmond.

**6.2 Cluney Mercer – MCW Applications**

- Letter was addressed.

**6.3 Colleen Higgins**

- Thank You letter was addressed

**6.4 Communities in Bloom**

- Thank You letter was addressed

**6.5 Splitting Rocks**

- The Town has received several complaints about the Splitting Rocks being moved to the Fogo Island Inn site. All were in agreement that the rocks should be moved back to its original site. Council will set up a meeting with Zita and Allan Cobb. A response will be written to Allan Cobb.
- A petition was presented to Council from Barr'd islands residents requesting that the "Splitting Rocks" be returned to its original site.
- A letter will be written to Owen Hewitt to inform him that the Town is working with Shorefast Foundation.

**6.6 Eastlink**

- A meeting will be set up with Eastlink to discuss CBC NL.

**6.7 Curtis Burns**

- Request to set up a canteen at the Stadium – Sandy Crawford and Colette Coish will review the request.

**6.8 Requests for Permits & Crown Land Applications**

**i. Corbett Cull**

**2013-109**

**Bixby/Freake**

Resolved that the permit for Cull's Foodland for an extension to the building be approved in principle, pending all municipal regulations are followed and approval of all other licenses and/or permits from Government.

Resolution Carried. In favour 8. Against 0.

**ii. Paul Hurley**

**2013-110**

**Bixby/Collins**

Resolved that the permit for Paul Hurley to build a summer home in Oliver's Cove be approved in principle, pending all municipal regulations are followed and approval of all other licenses and/or permits from Government. Be it also resolved that the style of the building shall be of traditional heritage style.

Resolution Carried. In favour 8. Against 0.

**iii. Jerry Broaders**

**2013-111**

**Decker/Freake**

Resolved that the residential Crown Land Application for Jerry Broaders be approved.

Resolution Carried. In favour 8. Against 0.

**6.9 MCW – Sewer Services-Sandy Cove**

- Letters were received from Jim McGrath, Angela Kinsella and Paul Heneghan expressing their concerns regarding the Municipal Capital Works Funding the Town has received for sewer services in Sandy Cove.

- A response will be made in writing explaining the process, RFP and assessments by different departments including Environment.

**6.10 Claire Beauregard**

- Mrs. Beauregard's concerns were addressed.

- A letter will be written to Mrs. Beauregard.

**7. New Business**

**7.1 Gas Tax – Adopt CIP**

**2013-112**

**Bixby/Freake**

Resolved that the Capital Investment Plan for the Town of Fogo Island to: Install low-e ceiling, dehumidifier and new lighting at Iceberg Arena at a cost of \$190,660.00; Install and intergrade mapping, document digitization and plotting into the Town's software system at a cost of \$22,680.00; Upgrade road and install new culverts to improve drainage and flooding issues on Southside Road by Penton's Brook at a cost of \$86,085.96; Upgrade Hewitt's Point Road at a cost of \$12,463.19; Upgrade Penney's Lane at a cost of \$7,603.20; Upgrade and install paving to Brown's Point Road at a cost of \$264,643.06; Install PH systems at the Fogo, Joe Batt's Arm and Tilting pump houses at a cost of \$155,155.44 and Upgrade Town Roads at a cost of \$97,863.15.

Resolution Carried. In favour 8. Against 0.

**7.2 Town Logo**

It was decided that the new Town Logo will be decided by the new Council.

**7.3 Concerns of Wayne Lynch**

Mr. Lynch's concerns were addressed.

**8. Date of next meeting.**

September 3, 2013

**Town of Fogo Island  
Minutes of Council Meeting  
August 6, 2013**

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**9. Adjournment:**

**2013 -113**

**Bixby**

Resolved that the meeting of August 6, 2013 be adjourned at 10:40 P.M.

Blanche Bennett  
Town Clerk

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Gerard Foley  
Mayor

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**Town of Fogo Island  
Minutes Council Meeting  
August 21, 2013**

---

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

**Councillors Present:**

Mayor Gerard Foley  
Councillor Gerald McKenna  
Councillor Nadine Decker

Deputy Mayor Lester Budden  
Councillor Lloyd Bixby

**Staff:**

Amanda McGrath, Executive Assistant

**Absent:**

Councillor Marcel Penton, Work Commitment  
Councillor Wayne Collins, Work Commitment  
Blanche Bennett, Town Clerk, Vacation

Councillor Roy Freake, Work Commitment  
Councillor Hayward King, Vacation

**1. Call to order:**

Mayor Foley welcomed everyone and called the meeting to order at 12:10 P.M.

**2. Adoption of Fogo Island Municipal Plan  
2013-114**

**Budden/Decker**

Resolved that under the authority of Section 16 of the *Urban and Rural Planning Act 2000*, the Town Council of Fogo Island adopt the Town of Fogo Island Municipal Plan for 2012-2022 as released by the Department of Municipal Affairs.

Resolution Carried. In favour 5. Against 0.

**3. Adoption of Fogo Island Development Regulations  
2013-115**

**Budden/Decker**

Resolved that under the authority of Section 16 of the *Urban and Rural Planning Act 2000*, the Town Council of Fogo Island adopt the Town of Fogo Island Development Regulations for 2012-2022 as released by the Department of Municipal Affairs.

Resolution Carried. In favour 5. Against 0.

**4. Adjournment:  
2013 -116**

**Budden**

Resolved that the meeting of August 21, 2013 be adjourned at 12:15 P.M.

Blanche Bennett  
Town Clerk

Gerard Foley  
Mayor



**Town of Fogo Island  
Minutes Council Meeting  
September 3, 2013**

---

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

**Councillors Present:**

Mayor Gerard Foley

Councillor Wayne Collins

Councillor Gerald McKenna

Councillor Hayward King

Deputy Mayor Lester Budden

Councillor Roy Freake

Councillor Lloyd Bixby

Councillor Nadine Decker

**Staff:**

Blanche Bennett, Town Clerk

Daphne Coles, Supervisor of Works

Amanda McGrath, Executive Assistant

**Absent:**

Councillor Marcel Penton, Vacation

**1. Call to order:**

Mayor Foley welcomed everyone and called the meeting to order at 7:40 P.M.

**2. Adoption of Agenda**

**2013-117**

**Freake/Collins**

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 8. Against 0.

**3. Adoption of Minutes**

**2013-118**

**King/Freake**

Resolved that the minutes of August 6 and 21, 2013 be adopted as presented.

Resolution Carried. In favour 8. Against 0.

**4. Business Arising**

**4.1 Splitting Rock**

The Town Clerk was asked to find out the cost to the Shorefast Foundation for the installation, as well as the cost for the Town to relocate the rocks back to its original site and the cost for landscaping at the Inn site.

**4.2 Municipal Plan and Development Regulations**

The public hearing is scheduled for 7:30 PM on September 12<sup>th</sup> at the Anglican Church Hall, if any written objections or representations are received two days prior to the public hearing.

**5. Committee and Staff Reports**

**5.1 Administration**

**i. Financial Report**

**2013-119**

**Budden/Decker**

Resolved to approve cheques 3272 – 3426 and accept the financial report for August 2013.  
Resolution Carried. In favour 8. Against 0.

## **5.2 Public Works**

### **i. Monthly Report**

- The report submitted by Daphne Coles, Supervisor of Works was discussed.
- Mrs. Coles informed Councillors that there has been a recall on the front axle for the two Dodge Ram trucks.
- A request has been made to barricade a portion of School Road in Joe Batt's Arm from Mr. Robert's to Main Road. The road is in a state of disrepair, since it has not been maintained for many years and it is dangerous to drive over. The Public Works Department was instructed to barricade the road.

### **ii. Penton's Brook**

Councillor Collins gave a report on the teleconference held with representatives from Municipal Affairs.

**2013-120**

**Collins/Budden**

Resolved the Town of Fogo Island request that the Department of Municipal Affairs reallocate \$90,000 of excess funding from the Seldom Booster Station Capital Works Project to cover the cost of repairs to Penton's Brook.

Resolution Carried. In favour 8. Against 0.

**2013-121**

**Budden/Bixby**

Resolved the Town of Fogo Island retain Harty Engineering Consultants Limited as our engineering firm for Penton's Brook Project for repairs. In addition, the Town will proceed with ordering the culverts for the project.

Resolution Carried. In favour 8. Against 0.

❖ Daphne Coles, Supervisor of Works was excused from the meeting at 8:20 PM.

## **5.3 Recreation, Development, Special Events/Economic Development & Tourism**

- The report submitted by Sandy Crawford, Director of Recreational and Heritage Services was discussed.
- The Town will proceed with the lighting project through the Gas Tax funding.
- The recommendation to break up the concrete and cut the wire connectors at the stadium will not be done. Repairs were completed last year and the Town doesn't want to cause any further problems.
- Councillor Collins is exploring the possibility of installing a water tank at the stadium to deal with the water shortage issue.
- The issue of early start up for the stadium was also discussed.

## **5.4 Fire Services Committee**

- Deputy Mayor Budden is in the process of setting up a meeting to discuss the Fire Services Policy.

- Paul Torraville, Emergency Services Coordinator will pursue a joint Fireman's Banquet at the stadium for 2014. In addition, he passed on this thanks to Councillors and staff members for their work and assistance over the past two years.

#### **5.5 Policy Committee**

- The committee is in the process of developing four new policies.

#### **5.6 Transportation Committee**

- A meeting is scheduled in St. John's for Thursday, September 5<sup>th</sup> with the Department of Transportation and Transportation Committees from Fogo Island, Change Islands and Bell Island to discuss the refit of the Windsor, timelines, schedule, replacement vessels, etc.

### **6. Correspondence**

#### **6.1 Jerome and Caroline Walbourne**

- Letter was discussed.
- Staff was instructed to respond to Mr. and Mrs. Walbourne outlining the water and sewer tax rate for apartments, clarify to them what constitutes an apartment, advise them that the Municipal Assessment Agency (MAA) had assessed it as an apartment and if they maintain that they don't have an apartment then they will have to allow MAA to visit their home to carry out an assessment.

#### **6.2 Ambrose and Millicent Penton**

- Mr. & Mrs. Penton's thank you letter was addressed.

### **7. New Business**

#### **7.1 Requests for Permits**

##### **James Higgins**

- Permit was deferred as more information is required from Mr. Higgins.

#### **7.2 Requests for Crown Land**

- ❖ Councillor Collins declared himself in conflict of interest and was excused from the meeting at 9:20 PM.

##### **i. Bradley Waterman**

**2013-122**

##### **McKenna/King**

Resolved that the residential Crown Land Application for Bradley Waterman be approved.  
Resolution Carried. In favour 7. Against 0.

- ❖ Councillor Collins was invited back to the meeting at 9:23 PM.

##### **ii. Daphne Payne**

**2013-123**

##### **Bixby/Collins**

Resolved that the residential Crown Land Application for Daphne Payne be approved.

Resolution Carried. In favour 8. Against 0.

**7.3 Roaming Animals**

- The policy committee is working on a policy regarding roaming animals. Implementing fines, impounding and photographing the roaming animals for the RCMP to press charges were also discussed.

**7.4 Town Manager**

**2013-124**

**McKenna/Bixby**

Resolved that the Town make a counter offer for the position of Town Manager of \$65,000 per year plus council pay 90% for family medical benefits.

Resolution Carried. In favour 6. Against 2 (Deputy Mayor Budden and Councillor Freake were against the motion).

**7.5 Councillor Farewell**

A farewell event will be set up for Councillors within the next few weeks; staff will be invited to attend.

**8. Adjournment:**

**2013 -125**

**Budden**

Resolved that the meeting of September 3, 2013 be adjourned at 10:05 P.M.

Blanche Bennett  
Town Clerk

Mayor

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**Town of Fogo Island  
Minutes Council Meeting  
September 23, 2013**

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

**Councillors Present:**

Mayor Gerard Foley  
Councillor Gerald McKenna  
Councillor Marcel Penton

Deputy Mayor Lester Budden  
Councillor Hayward King

**Staff:**

Blanche Bennett, Town Clerk

Amanda McGrath, Executive Assistant

**Absent:**

Councillor Lloyd Bixby  
Councillor Nadine Decker, Work Commitment

Councillor Wayne Collins, Work Commitment  
Councillor Roy Freake, Work Commitment

**1. Call to order:**

Mayor Foley welcomed everyone and called the meeting to order at 12:05 P.M.

**2. Approval of Fogo Island Municipal Plan  
2013-126**

**Budden/Penton**

Resolved that under the authority of Section 23 of the *Urban and Rural Planning Act 2000*, the Town Council of Fogo Island approve the Town of Fogo Island Municipal Plan for 2012-2022 as released by the Department of Municipal Affairs.

Resolution Carried. In favour . Against 0.

**3. Approval of Fogo Island Development Regulations  
2013-127**

**McKenna/King**

Resolved that under the authority of Section 23 of the *Urban and Rural Planning Act 2000*, the Town Council of Fogo Island approve the Town of Fogo Island Development Regulations for 2012-2022 as released by the Department of Municipal Affairs.

Resolution Carried. In favour . Against 0.

**4. Adjournment:  
2013 -128**

**Budden**

Resolved that the meeting of September 23, 2013 be adjourned at 12:07P.M.

Blanche Bennett  
Town Clerk

Mayor

**Town of Fogo Island  
Minutes Council Meeting  
September 28, 2013**

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

**Councillors Present:**

Councillor Lloyd Bixby  
Councillor Edward Combden  
Councillor Bernadette Dwyer  
Councillor Maureen Lynch  
Councillor Edmund Walbourne

Councillor Wayne Collins  
Councillor Nadine Decker  
Councillor Barbara Jacobs  
Councillor Andrew Shea

**Staff:**

Blanche Bennett, Town Clerk  
Daphne Coles, Supervisor of Works

Amanda McGrath, Executive Assistant  
Alexander Crawford, Director Recreation,  
Heritage and Tourism

**Residents in attendance: 5**

**1. Call to order:**

Blanche Bennett, Town Clerk and Returning Officer welcomed everyone and called the meeting to order at 2:00 P.M.

**2. Oath of Office**

Blanche Bennett, Town Clerk and Returning Officer conducted the swearing in in which all nine Councillors received their Oath of Office, in the following order:

1. Councillor Maureen Lynch
2. Councillor Nadine Decker
3. Councillor Andrew Shea
4. Councillor Bernadette Dwyer
5. Councillor Barbara Jacobs
6. Councillor Edward Combden
7. Councillor Edmund Walbourne
8. Councillor Lloyd Bixby
9. Councillor Wayne Collins

**3. Nominations:**

**i. Nominations for Mayor**

- Councillor Andrew Shea was nominated, moved by Councillor Maureen Lynch, seconded by Bernadette Dwyer.
- Councillor Bernadette Dwyer was nominated, moved by Councillor Nadine Decker. Councillor Bernadette Dwyer declined the nomination.
- Councillor Wayne Collins was nominated, moved by Councillor Nadine Decker. Councillor Wayne Collins declined the nomination.
  
- Three more calls for nominations for position of Mayor were made by the Town Clerk; none were forthcoming.

**2013-129**

**Bixby**

Resolved that the nominations for Mayor cease.

Resolution Carried. In favour 9. Against 0.

- Blanche Bennett asked Councillor Shea if he accepted the nomination.
- Councillor Shea accepted the nomination and was declared Mayor for the Town of Fogo Island.

**ii. Nominations for Deputy Mayor**

- Councillor Wayne Collins was nominated, moved by Councillor Lloyd Bixby, seconded by Barbara Jacobs.
- Councillor Bernadette Dwyer was nominated, moved by Councillor Nadine Decker. Councillor Bernadette Dwyer declined the nomination.

- Three more calls for nominations for Deputy Mayor were made by the Town Clerk; none were forthcoming.

**2013-130**

**Combden**

Resolved that the nominations for Deputy Mayor cease.

Resolution Carried. In favour 9. Against 0.

- Blanche Bennett asked Councillor Collins if he accepted the nomination.
- Councillor Collins accepted the nomination and was declared Deputy Mayor for the Town of Fogo Island.

**4. Signing Authority**

**2013-131**

**Decker/Lynch**

Resolved that Mayor Andrew Shea; Deputy Mayor Wayne Collins; Town Clerk Blanche Bennett; and Executive Assistant Amanda McGrath, be the signing authorities for the Town of Fogo Island.

Resolution Carried. In favour 9. Against 0.

**5. Disclosure Statements**

- Disclosure statements were handed out to Council members, to be filled out and returned at the next meeting.

**6. Committees of Council**

- Mayor Shea asked Councillors to review the current committees of Council and indicate at the next meeting which committee(s) they wish to be part of and if there are any that they think should be added or deleted.

**7. Upcoming Events**

**i. MNL Convention**

- Mayor Shea and Councillors Lynch and Jacobs indicated their desire to attend.

**2013-132**

**Dwyer/Bixby**

Resolved that the Town register three Councillors and one staff member to attend the 2013 MNL Convention in St. John's, from November 7 – 9.

Resolution Carried. In favour 9. Against 0.

**ii. PMA Fall Training Forum**

- Two staff members have been registered; however the training is open to Councillors.

**2013-133**

**Collins/Dwyer**

Resolved that the two staff members registered, attend the PMA Fall Training Forum in Gander from October 10 - 11.

Resolution Carried. In favour 9. Against 0.

**iii. 2013 Operator Education Seminar**

**2013-134**

**Bixby/Combden**

Resolved that the Town register two staff members to attend the 2013 Operator Education Seminar in Gander from October 8 - 10.

Resolution Carried. In favour 9. Against 0.

**8. Other**

- Mayor Shea asked that staff members not speak at Council meetings unless requested to do so. In addition, he asked Councillors if they had any comments to make.
- Councillor Bixby requested that items not be rehashed at meetings.
- Councillor Walbourne spoke about safety while transporting chlorine cylinders.
- Deputy Mayor Collins commented that Committees of Council had worked well.
- Mayor Shea asked that he be kept informed on Council matters.
- Councillor Lynch asked for clarification on how committees work.
- Councillor Dwyer spoke about the ground work that was completed by the former council.
- Deputy Mayor Collins talked about the 2011 audit.

**9. Date of Next Meeting**

October 8, 2013 at 7:00 PM.

**10. Adjournment:**

**2013 -135**

**Combden**

Resolved that the meeting of September 28, 2013 be adjourned at 3:07P.M.

Blanche Bennett  
Town Clerk

Andrew Shea  
Mayor



**Town of Fogo Island  
Minutes Council Meeting  
October 8, 2013**

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

**Councillors Present:**

Mayor Andrew Shea  
Councillor Lloyd Bixby (7:15PM)  
Councillor Bernadette Dwyer  
Councillor Maureen Lynch  
Councillor Edmund Walbourne

Deputy Mayor Wayne Collins (7:20 PM)  
Councillor Edward Combden  
Councillor Barbara Jacobs (7:20 PM)  
Councillor Leonard McGrath

**Staff:**

Blanche Bennett, Town Clerk

Amanda McGrath, Executive Assistant

**1. Oath of Office**

Blanche Bennett, Town Clerk conducted the swearing in of Councillor Leonard McGrath. Congratulations were given to Councillor McGrath.

**2. Call to order:**

Mayor Shea welcomed everyone and called the meeting to order at 7:05 P.M.

**3. Adoption of Agenda**

**2013-136**

**Dwyer/Combden**

Resolved that the agenda be adopted.

Resolution Carried. In favour 6. Against 0.

**4. Adoption of Minutes**

**2013-137**

**Lynch/McGrath**

Resolved that the minutes of September 3, 23 and 28, 2013 be adopted as presented.

Resolution Carried. In favour 6. Against 0.

❖ Councillor Bixby joined the meeting at 7:15P.M.

**5. Correspondence**

**5.1 Fogo Island Inn**

- Mayor Shea read the letter from David Curell, General Manager and Alan Cobb, Director & Secretary to the Board in which they sent their congratulations to the new Council; wished to address an area of concern regarding transportation, in which they would welcome an invitation to join such a Council committee; and offered an opportunity for Council to meet with them to give an update on the progress and happenings at the Fogo Island Inn.

**5.2 Municipal Affairs – Training and Professional Development Opportunities – 2013**

- Mayor Shea read the letter from Patrick Dunne, Manager of Municipal Training outlining the fall training schedule and the requirement under the Gas Tax program for Councillors and staff to participate in training.

❖ Deputy Mayor Collins and Councillor Jacobs joined the meeting at 7:20 P.M.

## **6. Business Arising**

### **6.1 Disclosure statements**

- Councillors filed their disclosure statements with the Town Clerk.

### **6.2 Committees of Council**

- Mayor Shea asked if anyone had any suggestions for Committees.

**2013-138**

#### **Dwyer/Walbourne**

Resolved that the Recreation, Development, Special Events / Economic Development & Tourism be two separate committees of Council.

Resolution Carried. In favour 9. Against 0.

- A round table discussion ensued whereby Councillors gave their preference to the Committee(s) they wish to sit on.

- The following members were appointed to each Committee by Mayor Shea:

- **Finance**

- Deputy Mayor Wayne Collins
- Councillor Edmund Walbourne

- **Public Works**

- Deputy Mayor Wayne Collins
- Councillor Edward Combden
- Councillor Edmund Walbourne

- **Recreation, Development and Special Events**

- Councillor Edward Combden
- Councillor Barbara Jacobs

- **Economic Development and Tourism**

- Councillor Bernadette Dwyer
- Councillor Barbara Jacobs

- **Fire Services**

- Mayor Andrew Shea
- Councillor Leonard McGrath

- **Policy and Human Resources**

- Councillor Bernadette Dwyer
- Councillor Maureen Lynch

- **Transportation**

- Councillor Lloyd Bixby
- Councillor Maureen Lynch

**2013-139**

**Bixby/Collins**

Resolved that the Transportation Committee be made up of seven (7) individuals; two (2) Councillors and five (5) residents.

Resolution Carried. In favour 9. Against 0.

- A public meeting will be held at the school cafeteria at 7:30 PM on Tuesday, October 15, 2013, to hold nominations for the Transportation Committee.

**7. Correspondence**

**7.1 Alan Cobb – Transfer of Water Storage Tank & Chlorination M & E**

- Deputy Mayor Collins gave an overview of the project, in which the Shorefast Foundation received a Capital Grant from the Government to install the water storage tank and chlorine booster station. In addition, after the one year warranty period the infrastructure must be transferred to the Town.  
- It was agreed that the transfer will require further investigation before signing.

**7.2 RCMP Quarterly Report**

- The quarterly report was addressed.

**7.2 Municipal Assessment Agency (MAA) – Call for nominations – Central Director**

- Councillors were given the opportunity to run for the board. No interest was offered.

**7.3 Communities in Bloom Symposium**

- Mayor Shea commented that he has attended this event for the past 4 – 5 years and has registered for this year's event on his own without any contribution from Council. It was also noted that the Community of Fogo has received a Heritage nomination.

**8. Staff Reports**

**8.1 Administration**

**i. Financial Report**

**2013-140**

**Collins/Walbourne**

Resolved to approve cheques 3427-3518 and accept the financial report for September 2013.

Resolution Carried. In favour 9. Against 0.

**8.2 Public Works**

**i. Monthly Report**

- The report by Daphne Coles, Supervisor of Works was submitted for review.

**8.3 Recreation, Development, Special Events/Economic Development & Tourism**

- The report submitted by Sandy Crawford, Director of Recreational and Heritage Services was submitted for review.

**9. New Business**

**9.1 Agenda for meetings Minister of Transportation and Works in St. John's**

- Councillors discussed the agenda for the meeting. Items will include: ferry schedule, one boat for Fogo Island, loading problems and the need for hydraulic ramps, tourism traffic, long line ups, economic development being destroyed by the ferry system and washrooms at Farewell.

#### **9.2 Town Logo**

- It was agreed that a contest will be held to develop a Town logo. The contest will be open to everyone and will be posted on our web site and the school will be contacted.

#### **9.3 i. Municipal Plan and Development Regulations**

- Councillors reviewed a section of the Municipal Plan in which an addition was made to pages 29 and 30, indicating that a building permit may be considered in a Public Park Special Restricted Area (PPRSA) if certain conditions were met.
- Staff was instructed to contact Municipal Affairs to gather further information regarding amendments, heritage designation's in Tilting, impact of this addition to all PPRSA's on Fogo Island, etc.

#### **ii. Building permit - approved in principle (Resolution #2013-110)**

- The building permit, approved in principle was discussed in detail. Areas of concern addressed, included approving a permit in a Public Park Restricted Special Area (PPRSA) and the ramifications of doing such, as it may open up all PPRSA's on Fogo Island for development; the impact on Tilting's heritage designations as a National Historic Site of Canada and a Provincial Heritage District; road access; and access to utilities (hydro, water and sanitary).

#### **2013-141**

##### **Walbourne/Jacobs**

Resolved that a letter be sent to Paul Hurley stating that a final approval of his permit is on hold because of the other Public Park Restricted Special Areas on Fogo Island and how it will impact them and that further investigation is warranted.

Resolution Carried. In favour 9. Against 0.

#### **9.4 Christmas Office Hours**

- Over the past 2 years the Town Office has been closed during Christmas and staff have inquired if the office will be closed on December 27<sup>th</sup>, 30<sup>th</sup> and 31<sup>st</sup>.

#### **2013-142**

##### **Collins/Dwyer**

Resolved that the Town Clerk poll other Town's to inquire about their office hours for Christmas.

Resolution Carried. In favour 9. Against 0.

### **10. Other**

#### **10.1 Letter from JBA Men's and Ladies Dart Leagues**

The letter from George Jacobs, JBA Men's Dart League and Joanne Freake JBA Ladies Dart League regarding the rental fee of \$50 plus tax per night for the dart leagues was addressed. They wish for it to be reduced, citing that leagues are small and that the majority of the members are Firemen and Firettes.

**2013-142**

**Dwyer/ Collins**

Resolved that the letter from George Jacobs, JBA Men's Dart League and Joanne Freake JBA Ladies Dart League requesting a reduction in rental fees be deferred to the Fire Services Committee.  
Resolution Carried. In favour 9. Against 0.

**10.2 Central Newfoundland Waste Management (CNWM) – Appointment of Board Member**

Councillors were given the opportunity to be appointed to the board. Mayor Shea volunteered to sit on the board.

**10.3 Iceberg Arena**

Deputy Mayor Collins spoke about the water quantity and quality issues at the stadium and that the previous Council had budgeted \$20,000 to install a water holding tank to solve the water problems. A preliminary estimate indicates that the Town will need an additional \$10,000 for the project.

**2013-143**

**Dwyer/ Bixby**

Resolved that the Town allocate an additional \$10,000 towards the Water Holding Tank Project for the Iceberg Arena.  
Resolution Carried. In favour 9. Against 0. Project

**10.4 Office Hours**

It was noted that residents felt that the Town Office should remain open during the lunch hour.

**2013-144**

**Walbourne/Lynch**

Resolved that the Town Office will remain open during lunchtime.  
Resolution Carried. In favour 9. Against 0.

**11. Date of next meeting**

November 5, 2013 at 7:00 PM.

**12. Adjournment:**

**2013 -145**

**Bixby**

Resolved that the meeting of October 8, 2013 be adjourned at 10:17 P.M.

Blanche Bennett  
Town Clerk

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Andrew Shea  
Mayor

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**Town of Fogo Island  
Special Meeting, October 30, 2013  
1:30 P.M.**

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

**Councillors Present:**

Councillor Edward Combden  
Councillor Bernadette Dwyer  
Councillor Edmund Walbourne  
Councillor Leonard McGrath

Councillor Lloyd Bixby  
Councillor Maureen Lynch  
Councillor Barbara Jacobs

**Staff:** Blanche Bennett, Town Clerk

Mayor Andrew Shea and Deputy Mayor Wayne Collins were absent due to being away from the Island.

The meeting had been called at the request of Councillor Lloyd Bixby and Councillor Maureen Lynch. Two items were listed as to the reason for the meeting: 1. Transportation Issues (meeting with Minister), 2. Tender call for hall extension in Stag Harbour.

In the absence of the Mayor and the Deputy Mayor, the Clerk called the meeting to order at 1:30 P.M. and asked for a nomination for Chair.

**2013-146**

**McGrath/Bixby**

Resolved that Councillor Edward Combden act as Chair for the meeting. Resolution Carried, in favour 7, against 0

Transportation Strategy Plan: The plan was reviewed briefly.

**2013-147**

**Dwyer/Walbourne**

Resolved that Council hold off on presenting to Government after Council has more time to review it. Resolution carried, in favour 7, against 0.

Building Plans for hall extension in Stag Harbour have been approved and ready to be called for tender. Different opinions were expressed regarding plans and construction of the building.

**2013-148**

**Dwyer/Walbourne**

Resolved that permission be given to the Consultant to call for tender to be used as a multi -purpose building and to immediately address what the building will be used for. Resolution carried, in favour 7, against 0.

No further business the meeting adjourned.

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Blanche Bennett,  
Town Clerk

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Andrew Shea,  
Mayor

**Town of Fogo Island  
Minutes Council Meeting  
November 12, 2013**

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

**Councillors Present:**

Mayor Andrew Shea  
Councillor Lloyd Bixby  
Councillor Maureen Lynch  
Councillor Edmund Walbourne

Deputy Mayor Wayne Collins  
Councillor Bernadette Dwyer  
Councillor Leonard McGrath

**Staff:**

Blanche Bennett, Town Clerk

Amanda McGrath, Executive Assistant

**Absent:**

Councillor Edward Combden, Vacation

Councillor Barbara Jacobs, Vacation

**1. Call to order:**

Mayor Shea welcomed everyone and called the meeting to order at 6:55 P.M.

**2. Adoption of Agenda**

**2013-149**

**Collins/Lynch**

Resolved that the agenda be adopted.

Resolution Carried. In favour 7. Against 0.

**3. Adoption of Minutes**

**2013-150**

**Bixby/Dwyer**

Resolved that the minutes of October 8 and 30, 2013 be adopted as presented.

Resolution Carried. In favour 7. Against 0.

**4. Business Arising**

**4.1 Municipal Plan and Development Regulations**

- Councillors discussed registering the Municipal Plan and Development Regulations (MP & DR).
- An amendment was made to the MP in April 2013, in which an addition was made to pages 29 and 30, indicating that a building permit may be considered in a Public Park Special Restricted Area (PPRSA) if certain conditions were met. Councillors questioned why this was made and what the process was.
- It was agreed to register the MP & DR and if an amendment is required then it would be done after registration.

**2013-151**

**Bixby/Dwyer**

Resolved that the Municipal Plan and Development Regulations be registered with the Department of Municipal Affairs and if an amendment is required it will be completed after registration.

Resolution Carried. In favour 7. Against 0.



#### **4.2 Splitting Rock**

- Deputy Mayor Collins inquired if this was followed up with the Shorefast Foundation. The Town Clerk had spoken with Allan Cobb regarding cost to return the rock to its original location; however he did not get back to her.

#### **4.3 Letter from the JBA Dart Leagues**

The Letter regarding Hall Rental fees was referred to the Fire Services Committee however they have not met yet to discuss the letter.

### **5. Committee / Staff Reports**

#### **5.1 Finance - Accounts Payable / Receivable and Bank Report**

##### **Financial Report**

- A review of the accounts payable was conducted by Councillors and questions were addressed by staff.
- Fuel usage was questioned and if log books were kept in the Town vehicles. Staff confirmed that log books are in place and will follow up with the Public Works Department.

#### **2013-152**

##### **Dwyer/Collins**

Resolved to approve cheques 3519 - 3591 and accept the financial report for October 2013.  
Resolution Carried. In favour 7. Against 0.

#### **5.2 Public Works**

##### **i. Monthly Report**

- The report by Daphne Coles, Supervisor of Works was submitted for review.

##### **ii. James Hart**

- Maintenance Worker James Hart is off work due to illness and has received a temporary layoff; the earliest that he can return to work is mid-January 2014.
- Mayor Shea asked if the Town has insurance for disability.

#### **2013-153**

##### **McGrath/Lynch**

Resolved that the Town of Fogo Island look into getting long term disability for staff and Councillors.  
Resolution Carried. In favour 7. Against 0.

#### **2013-154**

##### **Collins/Walbourne**

Resolved that the Town of Fogo Island advertise for a full-time, temporary Maintenance worker.  
Resolution Carried. In favour 7. Against 0.

##### **iii. Purchase of new Tires**

- Four new tires are needed for the Cat Loader and a spare tire is needed for the Terex backhoe.

**2013-155**

**Bixby/McGrath**

Resolved that the Town of Fogo Island purchase four Michelin SnoPlus tires from the MNL Tire Program with City Tire and Auto, for a total of \$12,086.80 plus HST and purchase one Primex Razorback tire from Sharron's Sales and Services for a total of \$699.50 plus HST.  
Resolution Carried. In favour 7. Against 0.

**iv. Storing of Salt and Sand**

- The Town will have to store salt and sand in Fogo and Joe Batt's Arm (JBA) garages, as we are no longer permitted to store it by the Town Office. We therefore will need an additional Backhoe to load the salt and sand in JBA.

**2013-156**

**Collins/McGrath**

Resolved that the Town of Fogo Island tender for the use of a backhoe for the winter season, to load salt and sand at the JBA Garage.  
Resolution Carried. In favour 7. Against 0.

**v. Tender - Transporting Salt and Sand**

- Tenders were received for the transporting of salt and sand from the Department of Transportation and Works Depot to the Town Garages in Fogo and JBA.

**2013-157**

**Bixby/Dwyer**

Resolved that R & K Construction be awarded the tender for the transportation of salt and sand from the Department of Transportation and Works Depot, to the Fogo and JBA Garages.  
Resolution Carried. In favour 7. Against 0.

**vi. Tender – Snowclearing in Seldom-Lt. Seldom**

**2013-158**

**Lynch/Collins**

Resolved that R & K Construction be awarded the tender for snowclearing in Seldom-Lt. Seldom from November 15, 2013 to April 1, 2014, for a cost of \$15,800 plus HST for the season.  
Resolution Carried. In favour 7. Against 0.

**vii. Retaining Wall – Little Harbour Road, Fogo**

- A discussion was held regarding installing a new retaining wall on Little Harbour Road, Fogo.

**2013-159**

**Walbourne/McGrath**

Resolved that the retaining wall on Little Harbour Road, Fogo will receive temporary repairs and the issue will be addressed next spring.  
Resolution Carried. In favour 7. Against 0.

**viii. JBA Town Garage**

- Occupational Health and Safety carried out an inspection on Town properties and have concluded that the JBA Garage must be wired.

**2013-160**

**Walbourne/Collins**

Resolved that the Public Works Department receive quotes to install electrical wiring at the JBA Town Garage and to have the work completed.

Resolution Carried. In favour 7. Against 0.

- Staff was asked to check out the ownership of the land on which the Community/Fire Hall and Garage is located.

**ix. JBS Heritage Fire Truck**

- The JBS Fire Department parked their Heritage Fire Truck in front of the Town Office over the weekend for staff to store it. The Town however, doesn't have anywhere to store the truck and the JBS Fire Department will be contacted to have the truck removed.

**x. Picket's Road**

- Ignatius Pickett spoke with Councillor Walbourne regarding a suspected leak on Pickett's Road. Daphne Coles, Supervisor of Works will be asked to check this out.

**5.3 Recreation, Development & Special Events**

- The report submitted by Sandy Crawford, Director of Recreational and Heritage Services was submitted for review.
- The Committee did not meet to submit a report.

**5.4 Economic Development & Tourism**

- The Committee met and are planning a meet and greet to get stakeholders and the general public who are interested in getting involved in an island wide committee.

**5.5 Fire Services**

- The Committee met with the former committee to become acquainted with their efforts.
- They are working on finalizing the emergency plan for Fogo Island and plan to meet with representatives from the Fire Departments soon.
- Fire Departments not requesting PO's from the Town Office before purchasing items and yearly audits were also discussed.

**5.6 Policy and Human Resources**

- Councillor Dwyer discussed her research into water and sewer regulations that other Towns have in place. The majority of the Towns have their responsibility for repairs to the w/s system to end at the curb stop and some have their responsibility to end at the curb.

**2013-161**

**Dwyer/McGrath**

Resolved that the Town of Fogo Island amend its water and sewer regulations to come into effect on November 13, 2013; that section 13. a. and 13. c. shall be amended to read:

*13. a. If trouble occurs in a service line between the main and the curb stop, it shall be repaired at Council's expense; but where the trouble occurs elsewhere in a service line, it shall be repaired at the*

*customer's expense. However, if it is determined that the trouble was caused by the customer and occurred anywhere within in the service line, the customer will be responsible for all expenses and/or damages. Before any work commences the property owner shall sign a form which will state his/her responsibility for repairs and/or damages that may be deemed the property owners responsibility.*

*13c. Council will not be responsible for any freeze-up in the winter except as above in 13.a, between the main and the curbstop. Council will not be responsible for freeze-ups from the building to the curb stop; however, will lend assistance by providing a portable thawing device, for a maximum of 24 hours.*  
Resolution Carried. In favour 6. Against 1. (Deputy Mayor Collins)

### **5.7 Transportation**

- An announcement will be made 10:00 A.M. tomorrow. Councillors suspect the announcement will be regarding a new ferry for Fogo Island.
- Mayor Shea gave an account of their meeting with the Minister in St. John's.
- The Transportation Strategy prepared by the Committee will be reviewed at a special council meeting.

## **6. Correspondence**

### **6.1 Hon. Steve Kent - 2014 Municipal Operating Grant Allocation**

- The Town's MOG allocation will increase from \$203,245 in 2013 to \$395,519 in 2014.

### **6.2 Cluney Mercer - 2014/2015 Municipal Capital Works (MCW)**

- The deadline for MCW is December 13, 2013; a meeting will be held on Monday, November 18 at 1:00 P.M. at the Stag Harbour Hall.

### **6.3 Municipal Assessment Agency – Ballot for Central Director 2013-162**

#### **Dwyer/Lynch**

Resolved that the Town of Fogo Island vote for Derm Flynn for the position of Central Director for the Municipal Assessment Agency.

Resolution Carried. In favour 7. Against 0.

### **6.4 JBS Fire Department – Invitation to Fireman's Ball on November 23, 2013**

- Councillor Dwyer agreed to attend.
- Councillor Jacobs will be asked if she can attend.

### **6.5 Dr. Paul Hurley – Building permit in Oliver's Cove**

- Dr. Hurley's letter was discussed at length.
- Issues regarding access to hydro, w/s and road access were discussed along with what the impact would be to all Public Park Restricted Special Area's on Fogo Island and what impact it will have on Tilting's Heritage Designations if this permit is issued.
- Councillors discussed holding a public meeting, to consult with the residents of Tilting to gauge their feeling about the possibility of a home being built in Oliver's Cove.
- Staff will contact the Department of Municipal Affairs, Land Planning Office to gather information on the impact of issuing this permit; legality issues; hydro, w/s and road access; and on what grounds can this permit be turned down.

**6.5 Gander-New-West-Valley Regional Council of the Rural Secretariat – discussion on local governance**

- The discussion is open to everyone and will be held on November 14<sup>th</sup> from 7:00 P.M. – 9:00 P.M. at the Common Room in the Arena.

**6.6 Nadine Decker – Judicial Recount Cost**

- Ms. Decker's letter requested that she not be held responsible for expenses incurred by the Town during the judicial recount.

**2013-163**

**Walbourne/Dwyer**

Resolved that the Town of Fogo Island invoice Ms. Nadine Decker for the cost of hotel, travel and meal expenses incurred by the Town Clerk during the judicial recount in Gander. Be it further resolved that Ms. Decker not be invoiced for the Town Clerk's wages for the two days.

Resolution Carried. In favour 5. Against 2 (Deputy Mayor Collins / Councillor Bixby)

**7. New Business**

**7.1 Visit to the Fogo Island Inn**

- Blanche Bennett, Town Clerk will set up the meeting for the first week in December.

**7.2 Municipal Building**

- The issue will be discussed at the MCW meeting on November 18, 2013.

**7.3 Requests for Permits / Crown Land Applications**

**i. Anthony Broders – Residential Crown Land Application**

**2013-164**

**Collins/McGrath**

Resolved that the residential Crown Land Application for Anthony Broders be approved.

Resolution Carried. In favour 7. Against 0.

**ii. Keith Lane – Commercial Crown Land Application**

**2013-165**

**Bixby/Dwyer**

Resolved that the commercial Crown Land Application for Keith Lane be approved.

Resolution Carried. In favour 7. Against 0.

**iii. Cyril Burke - Permit to backfill**

- Councillors discussed Mr. Burke's request to backfill the cove 25 foot to protect his property from eroding, he has a permit from the Department of Fisheries and Oceans however Councillors have some concerns regarding the amount of area he is requesting to fill in.

- It was decided that Councillor McGrath and Daphne Coles, Supervisor of Works will visit the site.

**8. Other**

**8.1 Town Manager Position**

- The item was deferred.

**8.2 Remuneration**

- Deputy Mayor Collins wished to see how Councillors feel about the current remuneration amounts, for the purpose of budgeting for 2014.
- Other Town's will be queried.

**8.3 Communications**

- Councillor Bixby wished to speak about the importance of receiving emails to be kept informed on Council matters prior to council meetings. All present were in agreement, however it was noted that Council business cannot be done via email.

**8.4 SPCA - Stray Cat's**

- It has come to Council's attention that there is a serious problem with stray cats on Fogo Island. The SPCA is willing to come out to trap some cats; the cost will be \$71.00 per cat.

**2013-166**

**Walbourne/Bixby**

Resolved that the Town of Fogo Island set aside \$2000 for the SPCA in Gander to help with the stray cat problem.

Resolution Carried. In favour 7. Against 0.

**8.5 Overview of Special Meeting held on October 30, 2013**

- Councillors spoke about the meeting in which it was decided to proceed with tendering for the extension to the hall in Stag Harbour; it will be a multi-purpose building.

**9. Date of next regular meeting**

November 26, 2013 at 7:00 PM.

**10. Adjournment:**

**2013 -167**

**Bixby**

Resolved that the meeting of November 12, 2013 be adjourned at 10:10 P.M.

Blanche Bennett  
Town Clerk

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Andrew Shea  
Mayor

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**Town of Fogo Island  
Municipal Capital Works Meeting  
November 18, 2013**

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A meeting of Council was held on November 18, 2013 to discuss Municipal Capital Works (MCW) application for 2014.

**Councillors Present:**

Mayor Andrew Shea  
Deputy Mayor Wayne Collins  
Councillor Lloyd Bixby

Councillor Maureen Lynch  
Councillor Edward Combden  
Councillor Leonard McGrath

**Staff:**

Blanche Bennett, Town Clerk

**Absent:**

Councillor Barbara Jacobs  
Councillor Bernadette Dwyer  
Councillor Edmund Walbourne

Mayor Shea called the meeting to order at 1:00 P.M.

A list of projects that need to be completed in 2014 were reviewed and priorities discussed.

It was agreed by all in attendance that water for Barr'd Islands should be # 1 priority using the estimates as prepared by Harty Engineering earlier this year. \$1,383,639.00 construction, engineering fees \$235,218.00.

# 2 priority Municipal Council building to house offices, board room etc. Since Council doesn't have an engineer on retainer, Mayor Shea said he will talk to Municipal Affairs when he is in Gander this week, to see if we can retain someone to complete the design, costs etc.

# 3 priority Potable Water Dispensing Unit for Island Harbour. The cost to maintain it will have to be determined.

Other items such as PH adjustment for Fogo and an extra Potable Water Dispensing Unit for Stag Harbour or Little Seldom were discussed, and it was agreed that since it can be purchased through Gas tax funding, it may be best to go that route.

The matter of a resident in Tilting, Cyril Burke had obtained permission from the Department of Fisheries & Oceans to infill a portion of his land in Tilting, due to erosion. As per Council's request at the last meeting, Councillor Leonard McGrath had visited the area and it all looked good to him.

**2013-168**  
**Collins/Bixby**

Resolved that Cyril Burke be granted permission to infill his land to prevent further erosion.

No further business the meeting adjourned at 2:30 P.M.

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Blanche Bennett, Town Clerk

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Andrew Shea, Mayor



**Town of Fogo Island  
Minutes Council Meeting  
November 26, 2013**

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

**Councillors Present:**

Mayor Andrew Shea  
Councillor Lloyd Bixby  
Councillor Bernadette Dwyer  
Councillor Maureen Lynch  
Councillor Edmund Walbourne

Deputy Mayor Wayne Collins  
Councillor Edward Combden  
Councillor Barbara Jacobs  
Councillor Leonard McGrath

**Staff:**

Blanche Bennett, Town Clerk

Amanda McGrath, Executive Assistant

**1. Call to order:**

Mayor Shea welcomed everyone and called the meeting to order at 6:57 P.M.

**2. Adoption of Agenda**

**2013-169**

**Combden/Walbourne**

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 9. Against 0.

**3. Adoption of Minutes**

**2013-170**

**Bixby/Collins**

Resolved that the minutes of November 12 and 18, 2013 be adopted as presented.

Resolution Carried. In favour 9. Against 0.

**4. Business Arising**

**4.1 MCW meeting – November 18, 2013**

- An investigation will be done with other Towns who have the system, to find out the operating cost and the benefits of the potable drinking water units.

**5. Committee Reports**

**5.1 Public Works**

- A new notice will be posted for the position of temporary maintenance worker, with no air break requirement.

- Work Penton's Brook has started.

- The Towns lift station pumps were used by the Shorefast Foundation when their parking lot flooded. It was questioned if the Town should be loaning out the pump.

- Councillor Jacobs spoke about flooding to properties on Jacob's Lane. The Supervisor of Works will check out the area.

**5.2 Recreation, Development & Special Events**

- It was noted that the Stadium had been rented this past weekend by individuals under the age of 18 with no adult supervision.

- It was agreed that a policy must be put into place to have adult supervision during all rentals.
- New members are needed for the Stadium Committee. The issue will be addressed in the newsletter and by direct contact by Councillors.

#### **5.4 Economic Development & Tourism**

- The committee had a conference call with Natalie Falk, IBRD; Chris Tuck, TCR; Andy Hennebury, TCR; Ella Heneghan, TCR and Denise Wilkins, ACOA, they discussed the Town's strategic tourism plan and how government could work with us.
- The meet and greet has been scheduled for December 5; Natalie Falk, Chris Tuck and Ella Heneghan will be in attendance.

#### **5.6 Policy and Human Resources**

- The committee presented a draft Harassment Policy for review and possible adoption at the next council meeting.

#### **5.7 Transportation**

- Councillor Lynch gave an update on the ferry schedule and the scheduled return of the Sound of Islay.

### **6. Correspondence**

#### **6.1 Letter from Bradley Sargent**

- Mr. Sargent inquired about purchasing the old Stag Harbour Hall. A letter will be written to Mr. Sargent to let him know that if the building is to be sold it will have to be tendered.

#### **6.2 Letter from Paul Torraville, Fire Chief**

- Mr. Torraville outlined in his letter that three new members joined the Fogo Fire Department. In addition the department requested help with purchasing five new pagers at a cost of \$593.25 each and three new bunker suits at a cost of approximately \$1200 each.

#### **2013-171**

##### **Collins/Combden**

Resolved that the Town cost share the purchase of five new pagers with the Fogo Volunteer Fire Department at a cost of \$593.25 each, on a 40/60 basis; with the Town's share at 40% and the Fire Department's share at 60%. Be it also resolved that the Town acquire the bunker suits from the former Deep Bay Fire Department for the new members.

Resolution Carried. In favour 9. Against 0.

### **7. New Business**

#### **7.1 Lack of beds at the Fogo Island Health Care Centre**

- Due to an insufficient number of hospital beds at the Health Care Centre patients have been placed on stretchers for days, causing undue stress and discomfort which impedes their recovery. A letter will be written to the Health Board regarding this and a meeting will be requested with Victor Shea with Central Health.

**7.2 Fogo Rec Centre**

- Repairs to the roof and furnace are needed at the Rec Centre and siding needs to be installed.

**2013-172**

**Combden/Bixby**

Resolved that the Town tender for labour for repairs to the roof and install siding at the Rec Centre in Fogo.

Resolution Carried. In favour 9. Against 0.

**7.3 Gas Tax**

- Mayor Shea spoke with Sherry Appleby, Manager, Gas Tax Compliance; Ms. Appleby said that no funds will be released until our audit is completed.

**7.4 Transportation Strategy**

- Councillor Lynch informed members that the Transportation Committee have agreed that Sunday will be the best day to have the dangerous goods trip as it will have less impact to the travelling public, than on a Wednesday or Thursday.
- All were in agreement to review the Transportation Strategy and present concerns, suggestions, etc. at the next meeting.

**7.5 Requests for Permits / Crow Land Applications**

**i. Stephen Burke – Residential Crown Land Application**

**2013-173**

**Dwyer/Lynch**

Resolved that the residential Crown Land Application for Stephen Burke be approved, subject to approval of all Municipal and Provincial Government licenses and/or permits; be it also resolved that no construction or land development shall be carried out until all permits and licenses are in place.

Resolution Carried. In favour 9. Against 0.

**8. Other**

**8.1 Town Manager Position**

- The issue was discussed in detail and it was decided to advertise for a Town Manager. In addition, Councillors discussed getting an internal operations audit conducted and if the Department of Municipal Affairs would contribute to the cost.

**2013-174**

**Dwyer/Bixby**

Resolved that the Department of Municipal Affairs be contacted to see if they will help finance an internal operations audit and begin the process to advertise for a Town Manager.

Resolution Carried. In favour 9. Against 0.

**8.2 W/S Tax for Apartments**

- The Towns water and sewer tax for apartments have been a point of misunderstanding for residents; as to what constitutes an apartment and if they have to pay the tax if it's not being rented.

**2013-175**

**Jacobs/Dwyer**

Resolved that an apartment shall be defined as a self-contained living unit with a kitchen; be it further resolved that a separate water and sewer tax shall be charged for that unit whether it is rented or not.

Resolution Carried. In favour 9. Against 0.

**8.3 Dilapidated Buildings**

- It was decided that owners of dilapidated building will be contacted to repair the building or have it removed.

**8.4 Municipal Plan and Development Regulations**

- It was agreed that the MP and DR will not be registered at this time.

**2013-176**

**Walbourne/Bixby**

Resolved that the Town of Fogo Island rescind resolution number 2013-151 to register the Municipal Plan and Development Regulations.

Resolution Carried. In favour 9. Against 0

**8.5 JBA Water Tank and Chlorination Building**

- It was decided that the agreement with the Shorefast Foundation to transfer the water tank and chlorination building shall be signed.

**9. Date of next regular meeting**

December 10, 2013 at 7:00 PM.

**10. Adjournment:**

**2013 -177**

**Walbourne/McGrath**

Resolved that the meeting of November 26, 2013 be adjourned at 10:12 P.M.

Blanche Bennett  
Town Clerk

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Andrew Shea  
Mayor

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**Town of Fogo Island  
Minutes Council Meeting  
December 17, 2013**

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

**Councillors Present:**

Mayor Andrew Shea  
Councillor Lloyd Bixby  
Councillor Bernadette Dwyer  
Councillor Maureen Lynch  
Councillor Edmund Walbourne

Deputy Mayor Wayne Collins  
Councillor Edward Combden  
Councillor Barbara Jacobs  
Councillor Leonard McGrath

**Staff:**

Blanche Bennett, Town Clerk

Amanda McGrath, Executive Assistant

**1. Call to order:**

Mayor Shea welcomed everyone and called the meeting to order at 7:00 P.M.

**2. Delegation**

**Caroline Walbourne**

- Mrs. Walbourne was present to discuss the w/s tax levied for her apartment and stated that other home owners are not being charged. She said that she is not renting the apartment, that her mother lives there and that she is responsible for her care.

- Mrs. Walbourne requested that she not be treated unfairly and to have other homes checked to see if they have an apartment.

**2013-178**

**Bixby/Dwyer**

Resolved that the Town of Fogo Island wait to cut water services to Mr. and Mrs. Jerome Walbourne's home, until other possible apartments are checked.

Resolution Carried. In favour 8. Against 1. (Deputy Mayor Collins)

**3. Adoption of Agenda**

**2013-179**

**Walbourne/Collins**

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 9. Against 0.

**4. Adoption of Minutes**

**2013-180**

**Dwyer/Combden**

Resolved that the minutes of November 26, 2013 be adopted as presented.

Resolution Carried. In favour 9. Against 0.

**5. Business Arising**

**5.1 Transportation Strategy**

- Councillors reviewed the Transportation Strategy that will be submitted to Minister McGrath and suggested some changes to the strategy.

**2013-181**

**Combden/Walbourne**

Resolved that the Fogo Island Transportation Strategy be adopted with the following corrections/changes: Section A. Purpose - omit the section that states that the Premier come to Fogo Island to make the announcement on the new ferry; Section C. 3. – Change the dangerous goods trip to Sunday as per a unanimous decision by the Transportation Committee; Section C. 6. - Place more emphasis on the Farewell Terminal; Section C. 14. – Delete the two-tier fare system; Section C. 15. Delete the two tier fare; Section D. – Change 5 person committee to 7 person committee; add a section to include improvements to the ramps on the wharf, i.e. hydraulic ramps; add that two ferries are needed from May 1 – December 31; add to the schedule that all trips are to be direct to Fogo Island and ask that at some point in the future that Government introduce a pilot project for a reservation system.

Resolution Carried. In favour 9. Against 0.

**5.2 Potable Drinking Water Unit**

- An investigation was completed with other Towns who have the system, all Town's contacted indicated that the water is of good quality and there are no major operating costs. The cost associated with the system includes filters, hydro and telephone.

**5.3 Hospital Beds**

- The letter was written to Victor Shea regarding the lack of beds at the Fogo Island Health Care Centre and a meeting will be set up in the new year.

**5.4 Flooding to Properties on Jacob's Lane**

- Daphne Coles, Supervisor of Works did inspect the area, the Town Clerk will check with the Public Works Department to find out what they plan to do about the flooding.

**5.5 Town Manager Position**

- It was agreed to wait to hire a Town Manager until an operations audit is completed.

**5.6 Operations Audit**

**2013-182**

**Bixby/Jacobs**

Resolved that the Fogo Island tender for an operations audit, when the required information pertaining to the advertisement is received.

Resolution Carried. In favour 9. Against 0.

**5.7 Dilapidated Building**

- It was agreed that letters will be written to owners of dilapidated buildings and a list will be forwarded to the Town Clerk by Councillors.

**5.8 Harassment Policy**

- Item was deferred until the next meeting.

**5.9 Penton's Brook**

- An update was given to Councillors.

**5.10 Stag Harbour Hall**

- A meeting has been set up in Gander on Thursday at 1:00PM, to get an explanation as to the escalating construction cost estimates from Government. In attendance from the Department of Municipal and Intergovernmental Affairs include Dan Hynes – Regional Director, Dave Dewling – Architect, Angus Bradley – Engineer Tech and Ed Goodyear - Regional Manager. Minister Dalley will also be in attendance along with Mayor Shea, Deputy Mayor Collins and Councillor Bixby.

**5.11 Sandy Cove MCW Project**

- Harris & Associates Ltd. have been awarded the contract for engineering services for Sandy Cove.

**6. Committee Reports**

**6.1 Finance Committee**

**i. Financial Report**

- Deputy Mayor Collins gave a review of the financial report and the 2014 proposed budget.
- Councillors reviewed the information and questions were answered by the Committee members and staff.

**2013-183**

**Dwyer/Collins**

Resolved to approve cheques 3592 - 3636 and accept the financial report for November 2013.  
Resolution Carried. In favour 9. Against 0.

**ii. 2014 Budget**

**2013-184**

**Walbourne/Collins**

Resolved that the Town of Fogo Island approve the 2014 Municipal Budget as presented with the various tax rates, fees, due dates and expenses as presented in the budget.

**1. 2014 Tax Rates and due dates for the Town of Fogo Island:**

- a. Residential Property Tax 8 mils, minimum \$275.00
  - i. Residential Property Tax shall be charged on the consolidated assessed value of all residential property owned by a resident.
- b. Commercial Property Tax 15 mils, minimum \$300.00
- c. Business Tax Rate: Minimum \$250.00, per business
  - Class Mil Rate**
  - Consumer services 10 mils
  - Fish Processors 5 mils
  - Other Fishers 6 mils
  - Crafts 12 mils
  - Daycares 6 mils

**Town of Fogo Island  
Minutes of Council Meeting  
December 17, 2013**

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Personal care homes	7 mils
Boarding Homes	5 mils
Hair Dressers	10 mils
Funeral homes	16 mils
Business offices	15 mils
Accommodations	5 mils
Construction companies	20 mils
Light Manufacturing	20 mils
Service Stations/Auto Repair	15 mils
Restaurant, Takeout's, Grill	20 mils
Bars/Lounges	20 mils
Cafeteria	10 mils
Dental	10 mils
Taxis, Boat Tours, Bus Co.'s	15 mils
Bakeries / Coffee Shop	20 mils
Retail - General	15 mils
Retail - Grocery Stores	17 mils
Retail - Convenience Store	16 mils
Retail - Hardware Store	25 mils
Retail - Pharmacies	20 mils
Mail Order	25 mils
Department Store - Furniture	25 mils
Department Store - Clothing	25 mils
Freight Companies	20 mils
Oil Companies	25 mils
Electric Companies	25 mils
Utility – Fuel & Related	25 mils
Banks	215 mils

- i. Businesses with no fixed address will be charged on gross revenue at a rate of 2.5%.
  - ii. Business tax will be charged on the consolidated assessed value of all business property per business.
  - iii. Business tax will be charged on Vacation Rental Properties whether rented by the day, week, or month.
- d. Residential Water and Sewer Tax \$360.00 per unit per year
- i. Water only 60% of rate
  - ii. Sewer only 40% of rate
  - iii. Churches, church halls, and Lions Club \$360.00 per year
  - iv. Subsidiary Apartments \$360.00 per year
  - v. Apartment building up to 20 units \$360 per unit.
  - vi. Cottages and vacation homes pay residential rate.



- vii. Bed & Breakfast's \$360.00 per year for the first four units, every additional unit thereafter pay ½ rate per room.
- e. Commercial Water and Sewer Tax
  - i. Basic: \$400.00 per unit per year
  - ii. Water only 60% of rate
  - iii. Sewer only 40% of rate
  - iv. Institutional: \$3,500 per year
  - v. Senior care residences \$400.00 per four resident units or portion thereof
  - vi. Efficiency units \$400.00 per year for every three units or portion thereof
  - vii. Hotels and motels \$5,000.00 per year
  - viii. Fish processors: \$110,000.00 per year
  - ix. Fish offloading facilities: \$3000 per year
- f. Poll Tax - \$250.00 per year
- g.
  - i. All taxes are due and payable when billed.
  - ii. All taxes shall be billed for the full year.
  - iii. Interest, compounded monthly, shall be charged on all previous years taxes and shall accrue on any unpaid current year's taxes unpaid as of May 31<sup>st</sup>, at the rate of one percent per month.
- h. Exemption for Senior Citizens:
  - i. A discount of 15% will be available on Residential Property Tax for Senior Citizens subject to the following conditions:
    - 1. All prior year's taxes, including Water and Sewer Tax must be paid in full;
    - 2. Current property taxes must be paid by May 31<sup>st</sup> of current tax year;
    - 3. Applies to one property within the Town, in which the resident lives: full time or seasonal;
    - 4. If property is in joint names, one owner must be over 65 years of age as of January 1<sup>st</sup> of current tax year;
    - 5. A copy of birth certificate or other identification must be provided if requested.
- i. Fishing Property Exemption
  - i. Any property or property with a building of less than 1,800 square feet used solely as a fishing stage or store by a licensed fisher;
  - ii. Not connected to the water and sewer system;
  - iii. Not otherwise occupied in a commercial or residential capacity;shall be taxed at the residential mil rate and not subject to a minimum tax or a water and sewer tax.

**2. 2014 Rates and Fees**

- a. Development Permits
  - i. Residential Permit – New Construction or moved to new lot \$100.00
  - ii. Residential Shed, Fence, Deck \$ 10.00
  - iii. Renovation/Extension over \$10,000 \$ 50.00
  - iv. Renovations/Extension under \$10,000 \$ 10.00
  - v. Demolition Permit – Residential or Commercial \$ 10.00
  - vi. Subdivision Permit No Charge
  - vii. Commercial Permit - New Construction or moved to new lot \$200.00
  - viii. Commercial Permit – Renovations/Extension/Fencing \$ 50.00
  - ix. Ditching and Relocation and hard-surfacing of driveways No Charge
  - x. General Maintenance, new siding, windows, doors, shingles, etc. - \$10.00
- b. Hall Rentals – same as 2013.
  - All other conditions of Rental Policy remain in effect.
- c. Arena Rentals – same as 2013.
  - All other conditions of Rental Policy remain in effect.
- d. Water and Sewer Turn On and Off
  - i. Turn on and off during regular working hours - \$25.00
  - ii. Turn on and off after hours/holidays/weekends - \$75.00
  - iii. Once each year the fee for i. above will be waived per household.

Resolution Carried. In favour 9. Against 0.

**iii. Former Rec Centre in Tilting**

- It was noted that the information pertaining to the removal of former Rec Centre in Tilting be published in the next newsletter, to clarify Councils involvement.

**6.2 Public Works**

- The monthly report by Daphne Coles, Supervisor of works was reviewed.
- Permission for the Supervisor of Works to take the Town Truck home at nights and weekends was denied.
- Dave Butt from the Town of Gander was out to test the system in Fogo for water leaks. He will be out again early next week to complete testing.
- Mr. Don Decker has requested that the snow plow operators not plow snow onto his property. The snowplow operators will be asked to keep an eye on the area.

**i. Tenders**

**2013-185**

**Collins/Walbourne**

Resolved that the tender for the sale of used tires be awarded to R & K Construction for \$1,904.00 plus HST.

Resolution Carried. In favour 9. Against 0.

**2013-186**

**McGrath/Dwyer**

Resolved that the tender for the use of a backhoe to load salt and sand material be awarded to Charles Decker at a cost of \$190.00 per week.

Resolution Carried. In favour 9. Against 0.

**2013-187**

**Walbourne/Collins**

Resolved that the Town purchase of six Michelin tires through the MNL Tire Program from City Tire & Auto Centre at the cost of \$377.30 each plus HST.

Resolution Carried. In favour 9. Against 0.

**6.3 Recreation, Development & Special Events**

- Report from Sandy Crawford, Director of Recreation and Heritage Services was submitted for review.

**6.4 Economic Development & Tourism**

- The meet and greet took place on December 5; names have been submitted for an island wide committee and a sub-committee will also be set up.
- A date will be set for an Opportunities Management Workshop with Natalie Falk.

***Edge of the Wedge Training***

**2013-188**

**Dwyer/Lynch**

Resolved that the Director of Recreation and Heritage Services apply for funding for the Edge of the Wedge Training Workshop, then seek approval from Council to attend.

Resolution Carried. In favour 9. Against 0.

**6.5 Fire Services**

- The committee met with the Fire Departments, some issues discussed included:
  - All the Departments have agreed to have an annual audit completed.
  - A new Fire Truck for Seldom was discussed along with applying for funding.
  - The letter from the JBS Dart Leagues was addressed. The Fire Departments agreed that the dart leagues are public and not solely made up of Firemen or Firettes, therefore they should not get a reduced rental rate.
- Deep Bay fire equipment – Blanche Bennett, Town Clerk had spoken to Doug Nippard about getting the equipment, however Mr. Nippard stated that he no longer has anything to with the equipment.
- The Committee will set up a meeting with residents in Deep Bay after Christmas.
- A cost shared funding arrangement with the Fire Departments for the purchase was discussed and will be decided at a later date.
- Emergency Plan – The plan is mostly completed and will be submitted soon.

**6.6 Policy and Human Resources**

- No report was submitted.

**6.7 Transportation**

- Discussion was held earlier in the meeting.

**7. Correspondence**

**7.1 Letter from Gloria Rowe**

- The issue of lighting at the Seldom Community Hall will be forwarded to the Public Works Department.

**7.2 Email from Paul Hurley**

- Mr. Hurley's email was discussed; he is concerned that his approval in principle dated August 6, 2013 has been put on hold.
- Town staff contacted MNL's lawyer Stephen Penney and Jordan Gasior, Planner with Land Use Planning Section, Municipal Affairs to gather information regarding Mr. Hurley's permit in principle. It was noted by Mr. Gasior and Mr. Penney that a permit in principle does not give anyone the legal right to build and that it is not an approved permit. Mr. Gasior noted that until the Town's Municipal Plan and Development Regulations are registered the Town shall follow the NEWFOUNDLAND AND LABRADOR REGULATION 137/03 - Interim Development Regulations, 2003 under the Urban and Rural Planning Act, 2000 and the NEWFOUNDLAND AND LABRADOR REGULATION 3/01- Development Regulations under the Urban and Rural Planning Act, 2000.
- It was also suggested that the Town shall take into consideration the Historic Resources Act - An Act Respecting the Preservation of the Historic Resources of the Province.
- Mr. Hurley's permit application was discussed in detail and it was decided not to approve his request.

**2013-189**

**Jacobs/Walbourne**

Resolved that the residential permit application for Paul Hurley not be issued. It was declined under the Section 5. (3). Newfoundland and Labrador Regulation 137/03 - Interim Development Regulations, 2003 under the Urban and Rural Planning Act, 2000. The Town took into account the effect of the development on the overall development of the area and considered the permit to harm and not conform with the development in the area, under the following:

- the topography, physical condition and natural features of the land;
- the use or proposed use of the land and the use of the land in the immediate vicinity;
- the number, location, safety and convenience of accesses;
- the amenity of the surroundings and general appearance;
- the adequacy of the method and suitability of the land for the type of water and sewage disposal required;
- the adequacy and suitability of the methods proposed for the disposal of waste material;
- whether or not the development is contained within limits of established community development.

Resolution Carried. In favour 8. Against 1 (Deputy Mayor Collins).

**7.3 Letter from Concerned Citizens of Stag Harbour – Request to upgrade Collins' Road**

- Councillors spoke of options for this road as the Town doesn't plow the roads in this area, the Department of Transportation and Works are responsible for those roads.

**2013-190**

**Walbourne/Bixby**

Resolved that the Town contact the Department of Transportation and Works to see if we could work something out with them to plow Collins' Road.

Resolution Carried. In favour 9. Against 0.

**7.4 Letter from Hydro – Power line Safety**

- The letter regarding power line safety and the accident with the power lines on Church Road, Joe Batt's Arm.
- Staff will follow up with the Bell Aliant and Eastlink to have their lines raised.

**8. New Business**

**8.1 Quarry Permits**

- The quarry permit applications will be referred to the Public Works Committee.

**8.2 Car Wrecks**

- It was noted that Mr. Gerald McKenna has numerous car wrecks around his property. The Town Clerk was asked to write Mr. McKenna a letter to have his property cleaned up.

**9. Other**

**9.1 Maintenance Position**

- The Public Works Committee along with Daphne Coles, Supervisor of Works will be responsible for interviewing and submitting a recommendation to Council for filling the position.

**10. Date of next regular meeting**

January 14, 2014 at 7:00 PM.

**11. Adjournment:**

**2013 -191**

**Walbourne**

Resolved that the meeting of December 17, 2013 be adjourned at 10:45 P.M.

Blanche Bennett  
Town Clerk

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Andrew Shea  
Mayor

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